



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104
FDA-22/nlf
20 Aug 1982

MARINE CORPS ORDER P7301.104 W/CH 1-9

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Ref: (a) MCO 7301.65N
(b) MCO P5600.31E
(c) MCO 5600.458

Encl: (1) LOCATOR SHEET

Reports Required: I. Status of Fund Authorization (Report Symbol
DN-7303-01), pars. 1004.3 and 2003.5
II. Reconciliation Report (Report Symbol DN-
7312-04), pars. 1004.3 and 2003.5

1. Purpose. To publish detailed accounting data to be utilized in accounting for obligations and expenditures under the subject appropriations.

2. Cancellation. MCO 7301.102.

3. Information

a. The third position of each appropriation contains an asterisk denoting the necessity to insert the appropriate fiscal year when citing these appropriations.

b. Adjustment and liquidation of prior fiscal year obligations will be made utilizing appropriate accounting data established for the fiscal year affected.

c. This Manual contains the requirement to cite the military member's social security number on all travel advance transactions citing Marine Corps open allotments.

d. When appropriation data are to be used on MILSTRIP requisitions, the appropriate fund code is assigned to each field activity authorized to charge such funds in accordance with reference (a).

e. The allotment number for project 51, apprehension of military deserters, under the Military personnel, Marine Corps appropriation has been revised from allotment number "693" to "691" to reflect a single fund administrator for budget activity 6 funds.

f. Additional functional account numbers have been added to collect data for monetary allowance in lieu of transportation (MALT) expenses for dependents, temporary lodging expenses (TLE) and Reserve personnel dislocation allowance payments (DLA).

g. Marine Corps recruit depots will no longer be granted separate allotments for individual uniform clothing issues. For fiscal year 1983 and subsequent years, recruit depots will cite the open allotment 631 for clothing issues.

4. Action. Effective 1 October 1982, activities citing funds under the subject appropriations will utilize guidance contained herein.

5. Distribution. This Manual has been assigned Distribution Code DV, and those activities concerned will receive updated printouts of their Individual Activity Table of Allowances for Publications indicating Distribution Code DV. Requests for increase or decrease in allowance quantities should be submitted to the Commandant of the Marine Corps (Code HQSP) in accordance with reference (b). A future change to reference (c) will include Distribution Code DV.

6. Reserve Applicability. This Manual is applicable to the Marine Corps Reserve.

7. Certification. Reviewed and approved this date.

W. R. ETNYRE
Acting Fiscal Director
of the Marine Corps

DISTRIBUTION: DV

Copy to: 8145001



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 1
FDA-22/nlf
15 Feb 1983

MARINE CORPS ORDER P7301.104 Ch 1

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts and direct pen changes to the basic Manual.

2. Action

a. Remove and destroy present pages 2-3, 2-4, 2-11, 2-12, B-1 through B-4, B-7 and B-8 and replace them with corresponding pages contained in the enclosure hereto.

b. In paragraph 2002.1, change the project number "43" to read "44".

c. In appendix B, pages B-5 and B-6, add functional account numbers "74504" for officers and "74604" for enlisted under classification "Transportation Household Goods" for projects 38 and 39.

3. Summary of Change. This Change contains clarification on the use of object class codes with the Reserve Personnel, Marine Corps appropriation and includes budget project 44 as a project for which clothing allotments are issued to Commanding Generals of the 4th MarDiv, 4th MAW and Director of MCRSC. In appendix B, new pages are provided adding functional account numbers for project 12 enlisted personnel, page heading identifying subhead 2732 projects, appropriate functional account numbers for projects 32 and 33 and correct functional account numbers for dependents travel.

4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.

5. Filing Instructions. This Change transmittal will be filed immediately following page 2 of the basic Manual.

PCN 102 102565 01

6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 2
FDA-22/nlf
19 Oct 1983

MARINE CORPS ORDER P7301.104 Ch 2

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts and direct pen changes to the basic Manual.

2. Action

a. Remove and destroy present pages 1-7, 1-8, 1-17, 1-18, 1-19, 2-5, 2-6, B-1 and B-2 and replace them with corresponding pages contained in the enclosure hereto.

b. Insert new page 2-6a.

c. In paragraph 2002.2, last entry on page, add projects "12, 13 and 43" after "project 11" as applicable to functional account numbers for travel.

d. In paragraph 2005.1, add the sentence "Includes meal tickets issued in conjunction with travel", after description for functional account numbers 74500 and 74600.

3. Summary of Change. This Change contains clarification on the purpose of functional account numbers for supplementary clothing issues and issue of the maternity uniform; reflects the appropriate functional account numbers for transportation of household goods and members transportation in kind (TIK) in paragraphs cited by this Headquarters for Permanent Change of Station (PCS) moves; and provides procedures for charging meal tickets in conjunction with travel. In addition, the requirement for a monthly clothing management report by Marine Corps Recruit Depots, Parris Island and San Diego is included.

4. Change Notation. Significant changes contained in the revised pages are denoted by an arrow (>) symbol.

5. Filing instructions. This Change transmittal will be filed immediately following page 4 of the basic Manual.

6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
By direction

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DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 3
FDA-22/nlf
23 Dec 1983

MARINE CORPS ORDER P7301.104 Ch 3

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action. Remove and destroy present pages 1-9 through 1-12 and replace them with corresponding pages contained in the enclosure hereto.
3. Summary of Change. This Change reflects current guidance, effective 1 October 1983, for the funding of travel and per diem expenses of Marine reservists ordered to short tours of active duty for 179 days or less from the Military Personnel, Marine Corps appropriation to the Operation and Maintenance appropriations.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 6 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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PCN 102 102565 03



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 4
FDA-22/nlf
2 Jul 1984

MARINE CORPS ORDER P7301.104 Ch 4

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action. Remove present pages 1-7, 1-8, 1-13 through 1-19, 2-9 through 2-13, A-1 through A-5, B-5 and B-6, and replace them with corresponding pages contained in the enclosure hereto.
3. Summary of Changes
 - a. Adds new functional account numbers for payment of the accrued retired liability required by Public Law 98-94.
 - b. Adds a new subhead, project and functional account number for payment of reimbursements to the State Department for unemployment compensation paid former members.
 - c. Deletes the restriction on citing certain functional account numbers on permanent change of station orders.
 - d. Establishes functional account numbers for port handling charges applicable to officer and enlisted personnel.
 - e. Provides a new budget activity for the Restored Social Security Benefits Program.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 7 of the basic Manual.
6. Certification. Reviewed and approved this date.

H. E. DAVISON
By direction

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DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 5
FDA-22/nlf
5 Nov 1984

MARINE CORPS ORDER P7301.104 Ch 5

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action. Remove present pages 1-3 through 1-6, 1-9, 1-10, 1-15 through 1-19, 2-5, 2-6, 2-7 through 2-13, A-3 and A-4, and replace them with corresponding pages contained in the enclosure hereto.
3. Summary of Change
 - a. Revises the list of activities granted a field allotment for Subsistence-in-Kind.
 - b. Revises the allotment number for aircraft emergency rations issued to Marine Corps aircraft from the Navy Stock Account.
 - c. Corrects the functional account number for unemployment compensation paid ex-service members and reimbursed to the Department of Labor.
 - d. Revises applicable functional account numbers for separation travel to permit the cite for Marine Security Guards.
 - e. Adds additional information and a new allotment for retired pay accrual payments within the Reserve Personnel, Marine Corps appropriation.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 9 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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PCN 102 102565 05



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 6
FDA-22
23 Dec 85

MARINE CORPS ORDER P7301.104 Ch 6

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action
 - a. Remove present pages 1-1, 1-5 through 1-10, 1-13, 1-14, 2-7, 2-8, 2-11, 2-12, 2-13, B-1, and B-2 and replace them with corresponding pages contained in the enclosure hereto.
 - b. Insert new page 1-8a.
3. Summary of Changes. This Change reflects current guidance on advances for separation travel, adds new functional account numbers for Veterans Education Assistance Act (GI Bill), and functional account numbers for temporary lodging expenses for active duty members, and dependents per diem in conjunction with permanent change of station (PCS) moves.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 11 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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PCN 102 102565 06



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 7
FDA-22
25 Sep 1986

MARINE CORPS ORDER P7301.104 Ch 7

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual
2. Action. Remove present pages 1-7, 1-8, 1-13, 1-14, 1-17 through 1-19, 2-6a through 2-12, appendixes A-1 through B-8 and replace them with corresponding pages contained in the enclosure.
3. Summary of Changes. This Change provides new functional account numbers for basic allowance for quarters payable to surviving dependents; deletes paragraphs cited on permanent change of station (PCS) orders directed by Headquarters Marine Corps for enlisted personnel, E-4 and below; corrects functional account numbers previously reflected; and provides functional account numbers for inactive duty per diem payments under the Reserve Personnel, Marine Corps appropriation.
4. Change Notation. significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 13 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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PCN 102 102565 07



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 8
FDA-22/cvp
19 Nov 1986

MARINE CORPS ORDER P7301.104 Ch 8

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transnit new page inserts to the basic Manual.
2. Action. Remove present pages 1-13, 1-14, 1-17, 1-18, 2-11, 2-12, appendices A-1 through A-5 and B-3 through B-8 and replace them with corresponding pages contained in the enclosure.
3. Summary of Changes. This Change revises the functional account numbers for temporary lodging expense to reflect entitlement for junior enlisted grades E-4 and below.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 15 of the basic manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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PCN 102 102565 08



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380

MCO P7301.104 Ch 9
FDF-21/wb
13 Jun 1988

MARINE CORPS ORDER P7301.104 Ch 9

From: Commandant of the Marine Corps
To: Distribution List

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve Personnel, Marine Corps"

Encl: (1) New page inserts to MCO P7301.104

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action
 - a. Remove and destroy present pages 1-8a through 1-10, 1-13 through 1-18, 2-7, 2-8, appendixes A-1 through A-5, B-3, B-4, and replace them with corresponding pages contained in the enclosure.
 - b. Insert new page 1-16a.
3. Summary of Changes. This Change adds new Functional Account Numbers (FAN) for port handling charges, Temporary Lodging Expenses for officers, and dependents travel costs. This Change also corrects the description for Land Shipments which was inadvertently left incomplete on the previous change and provides clarifying statements when reimbursement is paid a member for costs normally funded by Government transportation requests.
4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 17 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. T. COMSTOCK
Fiscal Director
of the Marine Corps

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LOCATOR SHEET

Subj: Accounting Under the Appropriations "Military Personnel,
Marine Corps" and "Reserve personnel, Marine Corps"

Location: _____
(Indicate the location(s) of the copy(ies) of this Manual.)

ENCLOSURE (1)

RECORD OF CHANGES

Log completed change action as indicated.

| Change Number | Date of Change | Date Received | Date Entered | Signature of person Enterig Change |
|---------------|----------------|---------------|--------------|---------------------------------------|
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CHAPTER 1

MILITARY PERSONNEL, MARINE CORPS APPROPRIATION (17*1105)

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CHAPTER 1

MILITARY PERSONNEL, MARINE CORPS APPROPRIATION (17*1105)

1000. GENERAL. Accounting project have been established under all subheads and open allotments will be utilized. Subsistence in-kind, subhead 2741, will be handled under Headquarters and field allotments as well as an open allotment. Computer programs for disbursing officer returns should accept only functional account numbers (FAN's) shown under subheads in this Manual with the exception of transaction type code 1K for travel advances. Programs will identify by disbursing office symbol incorrectly coded FAN's to subheads with the exception of travel advances.

1001. ACCOUNTING CLASSIFICATION CODE

1. The complete accounting classification code for the Military Personnel, Marine Corps appropriation consists of nine coding elements. These coding elements will appear on accounting and disbursing documents in the order indicated below. A partially used field will be prefixed with zeros to complete the field and when an element is not required the field will be zero filled.

| Appropriation Accounting Coding Elements | Number | Military Personnel, Marine Corps Data Elements | Field Size | Examples |
|--|--------|--|------------|--------------|
| Appropriation | 1 | Appropriation | 7 | 1731105 |
| Subhead | 2 | Subhead | 4 | 2750 |
| Object Class | 3 | Object Class | 3 | 021 |
| Bureau Control Number | 4 | Project and Allotment Number | 5 | 41690 |
| Suballotment | 5 | "Not applicable" | 1 | 0 |
| Authorization Accounting Activity | 6 | Authorization Accounting Activity | 6 | D00027 |
| Transaction Type Code | 7 | Transaction Type Code | 2 | 2D |
| Property Accounting Activity Number | 8 | "Not applicable" | 6 | 000000 |
| Cost Code | 9 | Functional Account Number | 12 | 000000074123 |

2. A detailed explanation of the data elements is as follows:

a. Appropriation. 1731105 - Identifies the Navy Department, fiscal year and Military Personnel, Marine Corps appropriation.

b. Subhead. Identifies the Marine Corps and Budget Activity under the Military Personnel, Marine Corps appropriation (in the example, subhead 2750 represents accession travel).

c. Object Class. Object class codes are listed in the NavCompt Manual, paragraph 026001.

d. Bureau Control Number. The appropriate project number and allotment will be reflected in this field.

e. Suballotment Number. Suballotment numbers are not utilized in accounting data for the Military Personnel, Marine Corps appropriation.

f. Authorization Accounting Activity. 000027 - The authorization accounting activity number for Headquarters Marine Corps.

g. Transaction Type Code. Specific type codes prescribed by the NavCompt Manual, paragraph 028004 will be applied to payment documents at time of payment.

h. Property Accounting Activity. The property accounting activity field is not utilized in accounting data for the Military Personnel, Marine Corps appropriation.

i. Cost Code. The functional accounts designated in appendix A and defined herein will be the only numbers used in the last five digits of the "cost code," except for travel advances (the member's social security number will be cited in the last nine digits), to identify the type of transaction.

1002. ACCOUNTING FOR SUBSISTENCE IN-KIND. Project 31 covers all costs of subsistence in-kind. Within the project, a field allotment will be granted to certain activities which are enumerated herein. Those activities which do not receive a field allotment will be authorized by the Commandant of the Marine Corps (Code LFS) to procure subsistence items under commitments issued under a Headquarters allotment by a directive in the 7301 series. The field allotment granted to an activity will be used to procure subsistence items for consolidated dining facilities at the same geographical location regardless of command organization. Packaged operational ration (individual, combat, meal and meals ready to eat) will be procured in accordance with MCO P10110.14K, paragraph 1022.1. A field allotment is granted to the following activities:

> APPROPRIATION 17*1105 - MILITARY PERSONNEL, MARINE CORPS

| <u>ACTIVITY</u> | <u>ALLOTMENT</u> | <u>UIC</u> | <u>AAAN</u> |
|---|------------------|------------|-------------|
| Marine Corps Base Camp Lejeune, North Carolina 28542 | 002 | 67001 | 67001 |
| Marine Corps Base Camp Pendleton, California 92055 | 007 | 681 | 681 |
| Marine Corps Recruit Depot Parris Island, South Carolina 29905 | 003 | 263 | 263 |
| Marine Corps Development and Education Command Quantico, Virginia 22134 | 005 | 264 | 264 |
| Marine Corps Recruit Depot San Diego, California 92140 | 006 | 243 | 243 |
| Marine Corps Air Ground Combat Center Twentynine Palms, California 92278 | 085 | 67399 | 67399 |

| <u>ACTIVITY</u> | <u>ALLOTMENT</u> | <u>UIC</u> | <u>AAAN</u> |
|--|------------------|------------|-------------|
| Marine Corps Air Bases Eastern Area Cherry Point, North Carolina 28533 | 017 | 67358 | 146 |
| COMCABEAST authorized to issue a suballotment to: | | | |
| Marine Corps Air Station Cherry Point, North Carolina 28533 | 104 | 146 | 146 |
| Marine Corps Air Station Beaufort, South Carolina 29902 | 199 | 60169 | 146 |
| Marine Corps Air Bases Western Area El Toro, Santa Ana, California 92709 | 018 | 67428 | 60050 |
| <u>COMCABWEST authorized to issue a suballotment to:</u> | | | |
| Marine Corps Air Station El Toro, Santa Ana California 92709 | 116 | 60050 | 60050 |
| Marine Corps Air Station Yuma, Arizona 85364 | 222 | 62974 | 62974 |
| Camp h. M. Smith, Hawaii 96861 | 014 | 67385 | 67385 |
| <u>COMMARCORBASESPAC authorized to issue a suballotment to:</u> | | | |
| Marine Corps Air Station Kaneohe Bay, Hawaii 96863 | 198 | 318 | 318 |
| Marine Corps Air Station Iwakuni FPO Seattle 98764 | 043 | 62613 | 62613 |
| Marine Corps Base Camp Smedley D. Butler FPO Seattle 98773 | 042 | 67400 | 67400 |

1003. PERMANENT CHANGE OF STATION MOVEMENTS

1. Accounting Structure. The accounting structure of the permanent change of station portion of the appropriation Military Personnel, Marine Corps provides a standard budget and fiscal accounting basis for the military personnel appropriations throughout the Department of Defense.

2. Instructions for Indicating Accounting Data in Permanent Change of Station Orders. Letter-type and Marine Corps special orders issued by Headquarters, U.S. Marine Corps will contain complete accounting data when published. Orders issued to Marine Corps activities by message or speedletter from Headquarters, U.S. Marine Corps will normally not indicate complete accounting data but will

state "TRAVCHAR IAW MCO P7301." Commanding officers will indicate complete accounting data in accordance with paragraph 1006 herein, as applicable, in permanent change of station (PCS) orders issued.

3. PCS Travel Advances. The DD 1351 which vouchers the travel advance on PCS orders will cite the complete accounting data shown in member's orders with exception of cost code for which the member's social security number (SSN) will be cited in the last nine positions of the field. Advances of dependents' travel allowance incident to PCS travel will reflect the military member's SSN cited on PCS orders.

The settlement voucher will also cite the member's SSN for the travel advance (transaction type 1K) only and the proper functional account cited for the travel expense (transaction type 2D) in the last positions of the cost code. If the PCS travel advance payment and the member's date of detachment from the old permanent duty station are both in the current fiscal year, voucher the payment in current day's business. If the PCS travel advance is paid in the current fiscal year and the member's detachment date is in the following fiscal year, the disbursing officer will hold the DD 1351 as a deferred voucher and show it as an expenditure on the 1st day of the new fiscal year.

4. Unaccompanied and Excess Baggage. To permit the proper identification of charges applicable to the transportation of unaccompanied and excess baggage via Military Airlift Command, functional account 74155 will be used to identify unaccompanied and excess baggage of officers, functional account 74165 for enlisted, and functional account 74960 for Department of State security guards. Household goods via Military Airlift Command will be identified by functional account 74158 for officers and 74168 for enlisted personnel.

5. Special Situations When PCS Orders Not Involved. Under the authority of the Joint Travel Regulations (JTR), the movement of dependents, household goods, mobile homes, and privately owned vehicles is permitted at Government expense, in certain situations when PCS orders are not involved. Those situations are identified in paragraph 1005 below and accounting data is provided in paragraph 1007.1d(1), 1d(2), 1e(1), 1e(2), or 1e(3).

>6. Payments/Advances on Separation Travel. Travel advances provided to members performing separation from the military service for retirement purposes will reflect as the transaction code "1K," all other payments to members performing separation travel will be treated as partial payments of entitlement, transaction code "2D."

1004. SPECIAL INSTRUCTIONS

1. Maintenance of NavCompt Forms 2030 - Funds Resources Ledger. Instructions pertinent to the recording of obligations and expenditures will be found in the Navcompt Manual, volume 3, and implementing instructions from Headquarters Marine Corps. The cost of subsistence items received from other project 31 subsistence accounts will be treated as a statistical charge to the applicable allotment.

2. Distribution of Fiscal Documents. Bureau control copies of expenditure documents citing project 31, and the Government's contribution under FICA and SGLI Programs will be transmitted to the activity accounting for the allotment.

3. Submission of Status of Fund Authorization (Report Symbol DN-7303-01) (NavCompt Form 2025) and Reconciliation Report (Report Symbol DN-7312-04) (NavCompt Form 2036). NavCompt Forms 2025 and 2036 will be submitted in accordance with the instructions contained in the NavCompt Manual, Volume 3.

4. Accounting and Reporting of Unfunded Accounts Receivable. Field activities concerned have no responsibility of accounting for and reporting of unfunded accounts receivable generated under the appropriation, "Military Personnel, Marine Corps." To effectively account for unfunded transactions, the authorization accounting activity number 000027 must be reported on all vouchers.

1005. MILITARY PERSONNEL, MARINE CORPS ALLOTMENTS. The following allotments have been established for fiscal year 1983 and subsequent fiscal years:

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| .2701 | 11 | 691 | | Pay and Allowances of Officers - Payments charged on pay group 10 pay records for all pay, allowances, unused leave, FICA, and uniform allowances; officer personnel on full-time active duty. Includes short tours of active duty. (Headquarters Marine Corps and officials authorized to approve payments.) |
| | | | 71110 | Officers, Marine Corps on full-time active duty. |
| | | | 71120 | Retired Pay Accrual for Officers. Payments for the accrued liability of officer personnel not yet retired. (Headquarters Marine Corps and officials authorized to approve payments.) |
| | | | 71141 | The cost of the Government's contributions under the FICA on behalf of officer personnel on full-time active duty. |
| | | | 71150 | Veteran's Education Assistance Act, GI Bill. Payments for the accrued liability of officers participating in the GI Bill (Headquarters Marine Corps and officials authorized to approve payments.) |
| | | | 71400 | Basic Allowance for Quarters (BAQ) Survivor Benefits Authorized for Officers. |
| .2702 | 12 | 691 | | Pay and Allowances of Enlisted Personnel - Payments charged on pay group 13 pay records for all pay, allowances (including charges for issues of clothing), unused leave, enlistment bonus, FICA, and reenlistment bonus due enlisted personnel for active duty in the Marine Corps. Also, includes short tours of active duty, and payment for exchange indebtedness of deserters, general court-martial prisoners, and personnel discharged while in debt to the United States. Includes: cost of travel of deserters, absentees, and escaped military prisoners subject to checkage. (Headquarters Marine Corps officials authorized to approve payments, commanders of stores accounting activities, and Navy supply officers for clothing issues to personnel aboard ship.) |

payments.)

enlist-

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| | | | 71130 | Enlisted personnel on full-time active duty. (Includes pay record clothing checkages and rations commuted to a mess other than an appropriated fund dining facility.) |
| Enlisted. | | | 71140 | Retired Pay Accrual for Payments for the accrued liability of enlisted personnel not yet retired. (Headquarters Marine Corps and officials authorized to approve payments.) |
| | | | 71142 | The cost of the Government's contribution under the FICA on behalf of enlisted personnel on full-time active duty. |
| | | | 71151 | Veterans' Educational Assistance Act, GI Bill. Payments for the accrued liability of enlisted personnel participating in the GI Bill (Headquarters Marine Corps and officials authorized to approve payments.) |
| > | | | 71401 | Basic Allowance for Quarters (BAQ) Survivor Benefits Authorized for Enlisted personnel. |
| | | | 72042 | Clothing issues on an item basis comprising initial issue to recruits and enlisted Reserve personnel on extended active duty. (Excludes |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|---|
| | | | | PLC, women Marines and WOCC.) (Initial issues are chargeable to the appropriation applicable at time of entitlement.) |
| | 72043 | | | Supplementary issues of the blue uniform to enlisted personnel on full-time active duty (Excludes enlisted personnel assigned to foreign establishments of the State Department.) |
| | 72045 | | | Special supplementary clothing allowances, drill instructors. |
| | 72046 | | | Miscellaneous issues. Supplementary issues of clothing not specifically provided a separate functional account number. Includes issues to absentees, deserters restored to full-time duty; and issues of traveling uniform for prisoners. |
| | 72047 | | | Supplementary clothing issues, enlisted personnel, Navy. |
| | 72048 | | | Clothing issues in-kind, replacement issues, as a result of claims, as authorized by Chapter XXI, Personnel Claims Regulations, of the JAG Manual enlisted personnel on full-time active duty. |
| | 72049 | | | Clothing issues in-kind, officer procurement programs, enlisted personnel on full-time active duty. (Excludes Marine aviation cadets.) |
| | 72051 | | | Supplementary clothing allowances, issued to enlisted personnel assigned to foreign establishments of the State Department. |
| | 72052 | | | Authorized supplementary issues, of civilian clothing to enlisted personnel. (Excludes personnel assigned to foreign establishments of the State Department.) |
| | 72053 | | | Clothing issues in-kind, replacement issues, to enlisted personnel in a combat area, as a result of loss or damage. |
| | 72054 | | | Clothing issues in-kind, replacement issues to returned Marine Corps prisoners of war. |
| | 72055 | | | Supplementary clothing allowance for the maternity uniform. |
| | 72057 | | | Clothing issues on an item basis to include initial issue and cash allowance provided for procurement of items not stocked within the |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| | | | | Marine Corps supply system for women Marines to include recruits and enlisted reservists on extended active duty. (Initial issues of clothing are chargeable to the appropriation applicable at the time of entitlement. |
| | | | 72044 | Authorized supplementary issues of overcoats to enlisted personnel assigned to designated areas or organizations. |
| | | | 73810 | Credits to the appropriation Military personnel, Marine Corps, resulting from collection of surcharges on sales of meals to officers and civilians in dining facilities. |
| .2741 | 31 (See par. 1002.) | | | Subsistence In-Kind and Operational Rations |
| | | | 73002 | Value of subsistence items used in testing and demonstrations. |
| | | | 73003 | Price difference of subsistence items rotated from mobilization reserve stocks. |
| | | | 73111 | Subsistence items issued to the Marine Corp dining facilities within the United States (excluding Alaska and Hawaii). |
| | | | 73112 | Subsistence items issued to the Marine Corps dining facilities outside the United States (including Alaska and Hawaii). |
| | | | 73130 | Subsistence in hospitals (Headquarters, U.S. Marine Corps use only). |
| | | | 73150 | Operational rations (fuel (compressed trioxane)) meals, combat, individual, and/or ready to eat. |
| | | | 73812 | Sale of in-flight meals to enlisted personnel, officers, and civilians. |
| issued | .2741 | 31 | 701 | 73150 Aircraft emergency rations to Marine Corps aircraft from the Navy Stock Account. (Headquarters Marine Corps and commanding officers specifically authorized by Headquarters Marine Corps. |
| | | | 73005 | Price difference associated with rotation of "B" rations. |

| Subhead | Project Number | Allotment Number | Functional Account | Title |
|---------|----------------|------------------|--------------------|---|
| .2750 | 41 | 690 | | <p>Permanent Change of Station Travel: Accession Travel - Expenses incident to travel of officers and warrant officers ordered to and from The Basic School. Expenses incident to travel of officers and enlisted personnel ordered to short tours of active duty except Marine reservists ordered to short tours of duty. All travel and per diem for reservists on short tours of duty will be funded by the Operation and Maintenance Appropriations. Expenses incident to travel to first permanent duty station of all other personnel initially being assigned to active duty. Expenses incident to personnel ordered to, within or from flight training. (Does not include active duty personnel being ordered from Marine Corps activities other than The Basic School or OCS.) Expenses for travel of recruits and recruit graduates until assigned to a permanent duty station. (Does not include travel of Marine Corps applicants.) Includes: Expenditures for travel of active duty personnel whose first duty station is overseas; travel of recruit graduates ordered to schools of 20 weeks or more duration. Includes: Transportation of dependents of military personnel, transportation and storage of household goods and related accessorial services, shipment of privately owned automobiles, and port handling charges. (officials authorized to approve payments.) Includes: Travel of reenlistees and officers issued SWAG orders to overseas commands.</p> |
| .2751 | 42 | 690 | | <p>Training Travel - Expenses incident to travel of all individual Marine Corps students to and from schools of 20 or more weeks durations including active duty personnel ordered to flight training from Marine Corps activities other than from The Basic School or OCS. Excludes: Travel of personnel ordered to school from an overseas duty station or ordered from school to an overseas duty station or between schools of 20 or more weeks duration when one or both are overseas. Excludes: Travel of recruit graduates ordered to schools of 20 weeks or more duration. Includes: Travel of recruit graduates and eliminees from schools of 20 weeks or more duration Includes: Transportation of dependents of military personnel transportation and storage of household goods and related accessorial services, trailer allowance and dislocation allowance (Officials authorized to approve payments.)</p> |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|---|
| .2752 | 43 | 690 | | Operational Travel Between Duty Stations Within Continental United States - Expenses incident to travel of officers, warrant officers and enlisted personnel being directed to move in connection with permanent change of station within the continental United States. Excludes: Travel of personnel attending schools of 20 or more weeks' duration. Includes: Transportation of dependents of military personnel, transportation and storage of household goods and related accessorial services, trailer allowance and dislocation allowance. Includes officers, warrant officers and enlisted personnel to and from permanent duty stations within an overseas area when no transoceanic travel is involved for member or dependents, household goods, personal effects, trailer allowances and privately owned vehicles of officers, warrant officers and enlisted personnel who are interned, missing or captured when no transoceanic travel is involved. (Officials authorized to approve payments.) |
| .2753 | 44 | 690 | | Travel To, From and Between Stations Overseas, To or From Ships Detachments and Change of Home Port (Including All Temporary Duty Prior to Arrival at New Duty Station - Expenses incident to travel of officers, warrant officers and enlisted personnel (including State Department security guards and personnel on ships detachments) under permanent change of station orders, to, from and between duty stations overseas via Military Sealift Command, Military Airlift Command, commercial Ship (ticketed) and commercial air (ticketed). Includes: Travel of personnel ordered to school from an overseas duty station or between schools of 20 or more weeks duration when one or both schools are overseas. Includes: Personnel ordered from overseas to flight training. Includes: Transportation of dependents of military personnel, transportation and storage of household goods and related accessorial services, trailer allowance, dislocation allowance, shipment of privately owned automobiles and port handling charges. (Officials authorized to approve payments.) Also includes (see paragraph 1003.5) transportation of dependents and shipment of household |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--------------|
|----------------|-----------------------|-------------------------|---------------------------|--------------|

goods and privately owned vehicles from areas outside the United States under unusual or emergency circumstances, under authority of the Joint Travel Regulations, paragraphs M7101, M7102, M7103, M8301, M8302, M8303 and M11002.5. In cases of evacuation, authority is provided in the Joint Travel Regulations, paragraphs M12003, M12004, and M12005.

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| >.2754 | 45 | 690 | | |
|--------|----|-----|--|--|

Separation Travel Within Continental United States and From Overseas Duty Stations - Expenses incident to separation/relief from active duty to place from which ordered to active duty, place of enlistment/induction or home of record, ordered home awaiting results of physical evaluation proceedings end travel to home of selection authorized individual Marines placed on the retired list, discharged with severance pay or transferred to the Fleet Marine Corps Reserve. Includes: Travel of personnel to continental United States for separation or retirement, transportation of dependents of military personnel, transportation and storage of household goods and related accessorial services and trailer allowance. Excludes Marine reservists ordered to short tours of active duty for 179 days or less. (Officials authorized to approve payments.)

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|-------|----|-----|--|--|
| .2755 | 46 | 690 | | |
|-------|----|-----|--|--|

Unit Moves Within Continental United States and To, From and Between Duty Stations Overseas - Expenses incident to travel of officers, warrant officers and enlisted personnel as members of organized unit movements between duty stations within continental United States and to, from and between duty stations overseas. Includes: Transportation of dependents of military personnel, transportation and storage of household goods and related accessorial services, trailer allowance, dislocation allowance, shipment of privately owned automobiles, and port handling charges. (Officials authorized to approve payments.)

1006. PERMANENT CHANGE OF STATION FUNCTIONAL ACCOUNT NUMBERS. The following functional account numbers apply to travel expenses pertaining to the movement of military personnel, dependents of military personnel, household goods and privately owned automobiles incident to permanent change of station orders. Also includes (see paragraph 1003.5) transportation of dependents, shipment of household goods, and privately owned vehicle of a member who, while on active

Also includes (see paragraph 1003.5) transportation of dependents, shipment of household goods, and privately owned vehicle of a member who, while on active duty, is officially reported as dead, injured, or is absent for a period of more than 29 days in a missing status, under authority of the JTR, paragraphs M7150, M8350, M10015, and M11005.

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| | | | | Travel, Marine Corps personnel |
| | | | 74122 | Officers Monetary Allowance in Lieu of Transportation (MALT). |
| | | | 74123 | Enlisted Monetary Allowance in Lieu of Transportation (MALT). |
| | | | 74124 | Officer Per Diem |
| | | | 74125 | Enlisted Per Diem |
| | | | 74128 | Officer Transportation in Kind (TIK) (GTR), includes bus/train, excludes commercial air. (Includes reimbursement of cost to member). |
| | | | 74129 | Enlisted Transportation in Kind (TIK) (GTR), includes bus/train, excludes commercial air. (Includes reimbursement of cost to member). |
| > | | | 74130 | Temporary Lodging Expense, Officer |
| | | | 74131 | Temporary Lodging Expense, Enlisted |
| | | | | Travel, Dependents of Marine Personnel |
| | | | | Dependents Transportation in Kind (TIK) (GTR), includes bus/train, excludes commercial air. |
| | | | 74150 | Officers |
| | | | 74160 | Enlisted |
| > | | | | Dependents Monetary Allowance in Lieu of Transportation (MALT). |
| | | | 74178 | Officers - Dependents, 11 and under |
| | | | 74179 | Enlisted - Dependents, 11 and under |
| | | | 74189 | Officers - Dependents, 12 and over |
| > | | | 74190 | Enlisted - Dependents, 12 and over |
| | | | | Dependents Per Diem |
| | | | 74185 | Officers - Dependents, 11 and under |
| | | | 74186 | Enlisted - Dependents, 11 and under |
| | | | 74191 | Officers - Dependents, 12 and over |
| | | | 74195 | Enlisted - Dependents, 12 and over |
| | | | | International Through Government Bill of Lading (ITGBL) shipments to Include Transportation, Contractual and Accessory Services of Packing, Crating, Handling, servicing of appliances, drayage, or hauling and unpacking incident to storage in transit (other than via Military Sealift Command and Military Airlift Command) and when |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| | | | | shipped at the member's own expense with reimbursement; personnel on full-time active duty. |
| | | | 74152 | Officers |
| | | | 74162 | Enlisted |
| > | | | | Land Shipments to include transportation, contractual, and accessory services of packing, crating, handling, servicing of appliances, drayage, or hauling and unpacking incident to storage in transit and when shipped by the member at own expense with reimbursement; personnel on full-time active duty. |
| | | | 74154 | Officers |
| | | | 74164 | Enlisted |
| | | | | Contractual Services for Non-temporary Storage of Household Goods including packing, handling, drayage, or hauling and unpacking incident to nontemporary storage, when not covered by Government bills of lading; personnel on full-time active duty. |
| | | | 74153 | Officers |
| | | | 74163 | Enlisted |
| | | | | Unaccompanied Baggage and Excess Baggage Charges, via Military Airlift Command. |
| | | | 74155 | Officers |
| | | | 74165 | Enlisted |
| | | | | Household Goods Charges, via Military Airlift Command. |
| | | | 74158 | Officers |
| | | | 74168 | Enlisted |
| | | | | Payment of Trailer Allowances, Marine Corps personnel. |
| | | | 74156 | Officers |
| | | | 74166 | Enlisted |
| | | | | Payment of Dislocation Allowance in connection with permanent change of station; personnel on full-time active duty. |
| | | | 74157 | Officers |
| | | | 74167 | Enlisted |
| | | | | Ticketed Commercial Air, CONUS/ outside CONUS; military personnel on full-time active duty. (Includes reimbursement of cost for commercial air.) |
| | | | 74172 | Officers |
| | | | 74173 | Enlisted |
| | | | 74176 | Dependents of Officers |
| | | | 74177 | Dependents of Enlisted |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| | | | | Ticketed Commercial Ship, outside United States; military personnel on full-time active duty. (Purchased by issuance of transportation request.) |
| | | | 74174 | Officers |
| | | | 74175 | Enlisted |
| | | | | Travel of Dependents of Military Personnel Via Military Sealift Command Ships. |
| | | | 74180 | Officers |
| | | | 74183 | Enlisted |
| | | | | Travel of Dependents of Military Personnel Via Military Airlift Command. |
| | | | 74181 | Officers |
| | | | 74184 | Enlisted |
| | | | | Cargo Port Handling Charges. |
| > | | | 74182 | Officers |
| | | | 74192 | Enlisted |
| | | | | POV Port Handling Charges. |
| | | | 74193 | Officers |
| | | | 74194 | Enlisted |
| | | | | Travel of Personnel Via Military Sealift Command Ships. |
| | | | 74900 | Officers |
| | | | 74901 | Enlisted |
| | | | | Transportation of Household Goods Via Military Sealift Command Ships. |
| | | | 74910 | Officers |
| | | | 74920 | Enlisted |
| | | | | Transportation of Privately Owned Automobiles Via Military Sealift Command. |
| | | | 74911 | Officers |
| | | | 74912 | Enlisted |
| | | | | Transportation of Foreign Made Privately Owned Vehicles to CONUS. |
| | | | 74913 | Officers |
| | | | 74923 | Enlisted |
| | | | | Transportation of Privately Owned Motor Vehicles Within the United States including Hawaii and Alaska, of deceased, |
| injured, | | | | missing, interned, hospital MedEvac, detained or captured Marine Corps personnel. |
| | | | 74921 | Officers |
| | | | 74922 | Enlisted |
| | | | | Travel of Personnel Via Military Airlift Command. |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|---|
| | | | 74930 | Officers |
| | | | 74931 | Enlisted |
| | | | | Payments for Transportation, Per Diem, and Accompanied and Unaccompanied Baggage of Enlisted Personnel Assigned to Foreign Establishments of the State Department |
| | | | 74960 | Marine Corps Security Guards |
| .2760 | 51 | 691 | | Other Military Personnel Costs. Payments for Travel of Guards in Connection with the Apprehension and Delivery of Military Deserters, absentees and escaped military prisoners. (officials authorized to approve payments.) |
| | | | 74146 | Travel of guards incident to the delivery of military deserters, absentees and escaped military prisoners. Excludes: Travel of guards for convicted general court-martial prisoners. |
| | | | 74147 | Travel incident to the program administration and delivery of military deserters, absentees and escaped military prisoners. |
| | | | 71165 | Rewards and reimbursement for the apprehension, detention and /or delivery of military deserters, absentees and escaped military prisoners. |
| .2761 | 52 | 691 | | Payments for Interest on Uniformed Services Saving Deposits. (Officials authorized to approve payments.) |
| | | | 71154 | Officers |
| | | | 71155 | Enlisted |
| .2762 | 53 | 691 | | Payments of Death Gratuities. Due to payments the death of officers, and enlisted personnel, |
| | | | | while on active duty in the Marine Corps. (Officials authorized to approve payments.) |
| | | | 71163 | Death gratuity, officers, Marine Corps on full-time active duty. |
| | | | 71164 | Death gratuity, enlisted personnel, Marine Corps on full-time active duty. |
| .2763 | 54 | 691 | | Servicemen's Group Life Insurance Program - The cost of the Government's contribution under the Servicemen's Group Life insurance Program on behalf of Marine Corps personnel. (Headquarters Marine corps use only.) |
| | | | 71146 | Officers |
| | | | 71141 | Enlisted |

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| .2764 | 55 | 691 | 71300 | Unemployment Compensation for Ex-Service Members - The cost of reimbursing the Department of Labor for ex-service members. (Headquarters Marine Corps and Marine Corps Finance Center use only.) |
| .2765 | 56 | 691 | 71190 | Restored social Security Benefits Programs - To provide for transfers to VA for widows and orphans of Military Personnel, Marine Corps. (Headquarters Marine Corps use only.) |

1007. ACCOUNTING DATA FOR PERMANENT CHANGE OF STATION MOVEMENTS

1. The following accounting data are examples of accounting data to be cited on PCS orders and transportation documents. The ultimate destination is the governing factor in determining the appropriate accounting data. For the appropriate functional account number refer to appendix A.

a. Accession Travel. (See definition in par. 1005.)

(1) Officers

TravChar appn 17*1105.2750, BCN 41690, AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 and 74189 depns (MALT), 74185 and 74191 depns (per diem), 74150 depns (TIK), 74152 and 74154 trans HHG, 74157 DLA if entl.

(2) Enlisted

TravChar appn 17*1105.2750, BCN 41690, AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74162 and 74164 trans HHG.

b. Training Travel (To or From DUINS PRD Excess 20 Weeks When Old and New Duty Station are Within CONUS.) (See definition in par. 1005.)

(1) Officers

TravChar appn 17*1105.2751, BCN 42690, AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 and 74189 depns (MALT), 74185 and 74191 depns (per diem), 74150 depns (TIK), 74154 trans HHG, 74157 DLA, 74130 off (TLE).

(2) Enlisted

TravChar appn 17*1105.2751, BCN 42690, AAA 000027, CC SSN# enl tvl advance, 74129 enc tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74164 trans HHG, 74167 DLA, 74131 (TLE).

c. Travel Between Duty Stations Within Continental United States or Overseas When NO Transoceanic Travel is Involved. (See definition in par. 1005.)

(1) Officers

TravChar appn 17*1105.2752, BCN 43690, AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 and 74189 depns (MALT), 74185 and 74191 depns (per diem), 74150 depns (TIK), 74154 trans HHG, 74157 DLA, 74130 off (TLE).

(2) Enlisted

TravChar appn 17*1105.2752, BCN 43690, AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74164 trans HHG, 74167 DLA, 74131 enl (TLE).

d. Travel To, From, and Between Stations overseas When Transoceanic Travel is involved To or From Ships Detachment and Change of Home Port (Including All Temporary Duty Prior Arrival at New Duty Stations.) (See definition in par. 1005.)

(1) Officer

TravChar appn 17*1105.2753, BCN 44690, AAA 000027, CC SSN# off tvl advance, 74128 and 74191 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 and 74189 depns (MALT), 74185 and 74191 depns (per diem), 74150 depns (TIK), 74152 and 74154 trans HHG, 74157 DLA, 74130 off (TLE).

(2) Enlisted

TravChar appn 17*1105.2753, BCN 44690, AAA 000027, CC SSN# enl tvl advanced 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74162 and 74164 trans HHG, 74167 DLA, 74131 Enl (TLE).

(3) Marine Security Guard

TravChar appn 17*1105.2753, BCN 44690, AAA 000027, CC SSN# MSG tvl advance, 74960 MSG tvl (TIK, MALT, and per diem).

e. Separation Travel. (See definition in par. 1005.)

(1) Officer

TravChar appn 17*1105.2754, BCN 45690, AAA 000027, CC 74128 off tvl (TIK), 74122 of tvl (MALT), 74124 off tvl (per diem), 74178 and 74189-depns (MALT), 74150 depns (TIK), 74152 and 74154 trans HHG, 74185 and 74191 depns (per diem), 74130 off (TLE).

(2) Enlisted

TravChar appn 17*1105.2754, BCN 45690, AAA 000027, CC 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74160 depns (TIK), 74162 and 74164 trans HHG, 74186 and 74193 depns (per diem), 74131 Enl (TLE).

(3) Marine Security Guard

TravChar appn 17*1105.2754, BCN 45690, AAA 000027, CC SSN# MSG tvl advance, 74960 MSG tvl (TIK, MALT, and per diem).

f. Combination Enlisted (All Grades)

TravChar appn 17*1105. (appropriate subhead), BCN (as appropriate) AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74162 and 74164 trans HHG and 74131 Enl (TLE).

g. Combination Officer and Enlisted (All Grades)

TravChar appn 17*1105. (appropriate subhead), BCN (as appropriate), AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74130 (Off TLE) SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74178 and 74189 (off depns MALT), 74179 and 74190 (enl depns MALT), 74185 and 74191 (off), 74186 and 74193 (enl entl) depns (per diem), 74150 (off), 74160 (enl entl) depns (TIK), 74152 and 74154 (off), 74162 and 74164 (enl entl) trans HHG, 74157 (off), 74167 (enl entl) DLA, 74131 (enl entl) (TLE).

h. Unit Moves. (See definition in par. 1005.)

(1) Officer

TravChar appn 17*1105.2755, BCN 46690, AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 and 74189 depns (MALT), 74185 and 74191 depns (per diem), 74150 depns (TIK), 74152 and 74154 trans HHG, 74157 DLA, 74130 Off (TLE)

(2) Enlisted

TravChar appn 17*1105.2755, BCN 46690, AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 and 74190 depns (MALT), 74186 and 74193 depns (per diem), 74160 depns (TIK), 74162 and 74164 trans HHG, 74167 DLA, 74131 enl (TLE).

g. Combination Officer and Enlisted All Grades

TravChar appn 17*1105. (appropriate subhead), BCN (as appropriate), AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74178 (off), 74179 (enl entl) depns (MALT), 74150 (off), 74160 (enl entl) depns (TIK), 74152 and 74154 (off), 74162 and 74164 (enl entl) trans HHG, 74157 (off), 74167 (enl entl) DLA.

h. Unit Moves. (See definition in par. 1005 herein.)

(1) Officer

TravChar appn 17*1105.2755, BCN 46690, AAA 000027, CC SSN# off tvl advance, 74128 off tvl (TIK), 74122 off tvl (MALT), 74124 off tvl (per diem), 74178 depns (MALT), 74150 depns (TIK), 74152 and 74154 trans HHG, 74157 DLA.

(2) Enlisted - E-4 and Above Over 2 Years Service

TravChar appn 17*1105.2755, BCN 46690, AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem), 74179 depns (MALT), 74160 depns (TIK), 74162 and 74164 trans HHG, 74167 DLA.

(3) Enlisted - E-4 and Below With Less than 2 Years Service
(Not Included in Subparagraph 1007.1(h))

TravChar appn 17*1105.2755, BCN 46690, AAA 000027, CC SSN# enl tvl advance, 74129 enl tvl (TIK), 74123 enl tvl (MALT), 74125 enl tvl (per diem). If associated with overseas travel, include 74179 depns (MALT), 74160 depns (TIK), 74162 trans HHG and 74167 DLA.

CHAPTER 2

RESERVE PERSONNEL, MARINE CORPS APPROPRIATION (17*1108)

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CHAPTER 2

RESERVE PERSONNEL, MARINE CORPS APPROPRIATION (17*1108)

2000. GENERAL

1. Accounting projects have been established and open allotments 631, 632 and field allotments will be utilized.
2. Obligations and expenditures for pay and allowances, subsistence, travel and clothing applicable to officer candidates and Reserve officer candidates are chargeable to the following appropriations:

| <u>Description</u> | <u>Appropriation</u> |
|---|---|
| Platoon Leadership Class (PLC) | RPMC |
| Women Officer Candidate Class (WOCC) Juniors (JR) | RPMC |
| Women Officer Candidate Class (WOCC) Seniors (SR) | MPMC |
| Officer Candidate Class (OCC) | MPMC |
| Naval Reserve Officer Training Class (NROTC) | RPN (pay and allowances) RPMC (clothing and subsistence) |

Appropriate detailed accounting data applicable to Marine Corps appropriations are contained in this Manual. Accounting data applicable to Navy appropriations are contained in the NavCompt Manual, volume 2.

2001. ACCOUNTING CLASSIFICATION CODE

1. The complete accounting classification code for the Reserve personnel, Marine Corps appropriation consists of nine coding elements. These coding elements will appear on accounting and disbursing documents in the order indicated below. A partially used field will be prefixed with zeros to complete the field and when an element is not required the field will be zero filled.

| Appropriation Accounting Coding Elements | Number | Reserve Personnel, Marine Corps Data Elements | Field Size | Example |
|--|--------|---|------------|---------|
| Appropriation | 1 | Appropriation | 7 | 1731108 |
| Subhead | 2 | Subhead | 4 | 2731 |
| Object Class | 3 | Object Class | 3 | 021 |
| Bureau Control Number | 4 | Project and Allotment Number | 5 | 11631 |
| Suballotment | 5 | "Not applicable" | 1 | 0 |
| Authorization Accounting Activity | 6 | Authorization Accounting Activity | 6 | 000027 |
| Transaction Type Code | 7 | Transaction Type Code | 2 | 2D |

| Appropriation Accounting Coding Elements | Number | Reserve Personnel, Marine Corps Data Elements | Field Size | Example |
|--|--------|--|------------|--------------|
| Property Accounting Activity Number | 8 | Travel Order Number or zero filled | 6 | 000000 |
| Cost Code | 9 | Pay group designator in first three positions and functional account number in the last five positions | 12 | 231000074600 |

2. A detailed explanation of the data elements is as follows:

a. Appropriation. 1731108 - Identifies the Navy Department, fiscal year and Reserve Personnel, Marine Corps appropriation.

b. Subhead. 2731 or 2732 - Identifies the Marine corps and Budget Activity under the Reserve Personnel, Marine corps appropriation (in the example, 2731 represents Reserve component personnel).

> c. Object Class. Object Class codes are listed in the NavCompt Manual, paragraph 026001. For the Reserve Personnel, Marine Corps appropriation, as an example only, object class 011 for pay and allowances, 021 for travel and per diem, 022 for transportation of household goods, and 026 for clothing issues will normally be utilized.

d. Bureau Control Number. The appropriate project and allotment number will be reflected in this field. The bureau control number will be reported on the Military Payroll Certification Sheet (DD 117MC (OCR)) and all registers including Military Payroll Register 15.

e. Suballotment Number. Suballotment numbers are not utilized in accounting data for the Reserve Personnel, Marine Corps appropriation.

f. Authorization Accounting Activity. 000027 - The authorization accounting activity number for Headquarters Marine Corps.

g. Transaction Type Code. Transaction type codes are listed in the NavCompt Manual, paragraph 028004. For the Reserve Personnel, Marine Corps appropriation, transaction type codes 1K for travel advances, 21 for pay and allowances and 2D for all other type transactions will be utilized.

h. Property Accounting Activity. Zero fill this field unless travel order number is assigned. Travel order numbers will be used for school/special tour planning estimate.

i. Cost Code. The 12-digit format will be utilized. The first three-digits will be used for the pay group designator. The five-digit functional account number designated in appendix B and defined herein will be reported in the last five digits of the cost code with the exception of travel advances against open allotments, the reservists social security number will be cited in the last nine digits.

2002. RESERVE PERSONNEL, MARINE CORPS ALLOTMENTS

1. Clothing. Marine Corps bases, posts and stations, including recruit depots are authorized to charge the open allotment 631/632 for individual uniform clothing issued to enlisted personnel on active duty for training. Allotments will be granted to Commanding Generals of 4th MarDiv, 4th MAW, and Director

of MCRSC under portions of projects 11 through 30, and 38 through 44; district directors will also receive allotments under project 33 as listed in subparagraphs 2002.1a and 1b below:

a. For Reserve Personnel (Subhead .2731). Marine Corps Recruit Depots, Parris Island and San Diego, will receive Planning Estimates for open allotment funds for Initial Active Duty for training (IADT) clothing. The following activities will receive allotments to cover the cost of initial outfits, replenishment issues of uniform clothing, shoe repairs and clothing alterations for enlisted personnel in either a drill-pay or nondrill-pay status.

| <u>Activity</u> | <u>Allotment</u> | <u>Authorization Accounting Activity Number</u> |
|-------------------|------------------|---|
| 4th MAW | 507 | 68479 |
| 4th MarDiv | 508 | 68479 |
| MCRSC Kansas City | 509 | 67443 |

b. For Reserve Officer Candidates (Subhead .2732). The following activities will receive allotments for the cost of initial outfits, replenishment issues, and alterations of uniform clothing issued to Marine Corps Junior Reserve Officers Training Corps students (B.P. 33):

| <u>Activity</u> | <u>Allotment</u> | <u>Authorization Accounting Activity Number</u> |
|-----------------|------------------|---|
| 1st MCD | 235 | 67011 |
| 4th MCD | 233 | 67013 |
| 6th MCD | 236 | 67015 |
| 8th MCD | 231 | 67016 |
| 9th MCD | 234 | 67017 |
| 12th MCD | 232 | 67019 |

c. Uniform Clothing for 6-Month Reservists. The cost of uniform clothing issued "in-kind" to 6-month reservists will be charged to the Reserve Personnel, Marine Corps appropriation current at the time the issue actually occurs.

d. Full-Time Support (FTS) Reserve Personnel. All Marine Corps bases, posts, stations and Reserve activities are authorized to charge the open allotment 631/632 for individual uniform clothing issued to enlisted personnel assigned to active duty under the Full-Time support Program. Clothing will be issued in accordance with instructions contained in the current edition of MCO P10120.28.

e. MCRD Clothing Management Report. Commanding Generals of MCRD, Parris Island and MCRD, San Diego will submit a Clothing Management Report by message to CMC (Code RESB) by the 5th working day following the end of each month in the following format:

MCRD Clothing Management Report

Obligation Data:

| | | | |
|-----------------|--------------------|------------|-------------|
| P. E. Authority | Current Mo. Oblig. | YTD Oblig. | Avail. Bal. |
|-----------------|--------------------|------------|-------------|

| | |
|----------------|------------------------------------|
| Current Month: | Phase I issues (Number of People) |
| | Phase II Issues (Number of People) |

Reservists Dropped

| | |
|----------------|-----------------------------|
| from Training: | Phase I (Number of People) |
| | Phase II (Number of People) |

2. Travel. Allotments will be issued to Commanding Generals of 4th Marine Division, 4th MAW and Director, MCRSC under portions of projects 11, 12, 13 and 43.

These allotments will cover the cost of annual training duty (ATD) travel and per diem. The cost of travel and per diem associated with inactive duty travel of designated Reserve officers, key enlisted personnel and members of the Reserve Marksmanship Training Units (RMTU) who have occasion to visit subordinate units during drill periods is also included within the allotment. Instructions contained in the Joint Travel Regulations, paragraph M6002.3 are applicable in this instance. The appropriation data for travel and per diem costs for allotments 507, 508 and 509 will be promulgated by the Commanding Generals, 4th Marine Division, 4th MAW and Director, MCRSC respectively. The applicable functional account numbers are as follows:

Officers: Subhead 2731; Project 11, 12, 13 or 43 - Training;
Travel 74500; Per Diem 74501 Enlisted:

Subhead 2731; Project 11, 12, 13 or 43 - Training; Travel 74600;
Per Diem 74601

2003. SPECIAL INSTRUCTIONS

1. Active Duty for Training of Naval Reservists Attached to Marine Corps Reserve 48 Drills Pay Units. Commanding officers of Marine Corps Reserve units will request from the supporting Naval Reserve Readiness Command orders for naval reservists upon receipt of Headquarters Marine Corps authorizations to attend annual training duty. Upon completion of transportation arrangements one copy of each set of orders bearing the numbers of the transportation requests and meal tickets issued will be forwarded to the supporting NAVRESREDCOM. Each meal ticket number will be noted to indicate the type of meal. When transportation requests are issued for charter bus or charter air, the transportation request number will be followed by the words "Charter Bus" or "Charter Air," as appropriate.
2. Travel of Inspector-Instructor Staff Personnel to Annual Training Duty by Chartered Commercial Transportation. The costs of transportation of inspector-instructor staff personnel, traveling with unit personnel to annual training duty chartered commercial transportation will be borne by the appropriation Reserve Personnel, Marine Corps. All other inspector-instructor staff personnel travel to ATD must be borne by the appropriation Operation and Maintenance, Marine Corps Reserve.
3. Maintenance of NavCompt Form 2030 (Fund Resources Ledger). Instructions pertinent to the recording of obligations and expenditures will be found in the NavCompt Manual, volume 3, and implementing instructions from Headquarters Marine Corps.
4. Distribution of Fiscal Documents. Bureau control copies of expenditure documents will be transmitted to the activity accounting for the allotment.
5. Submission of Status of Fund Authorization (Report Symbol DN-7303-01) (NavCompt Form 2025) and Reconciliation Report DN-7312-04) (NavCompt Form 2036). NavCompt Forms 2025 and 2036 will be submitted in accordance with the instructions contained in the NavCompt Manual, volume 3.
6. Accounting and Reporting of Unfunded Accounts Receivable. Field activities concerned have no responsibility of accounting for and reporting of unfunded accounts receivable generated under the appropriation "Reserve Personnel, Marine Corps."
- >7. Retired Pay Accrual. An allotment has been established for use by Headquarters Marine Corps and the Marine Corps Finance Center for the purpose of effecting retired pay accrual payments in accordance with Public Law 98-94. This law revised the financing method for funding retired pay benefits previously

funded by annual appropriations from Congress. The allotment number 630 is not for use by field commands other than the Central Disbursing Office (CDO), Marine Corps Finance Center, Kansas City, Missouri. Functional account numbers 71143 and 71144 are the only FANS for use with this allotment.

2004. RESERVE PERSONNEL PAY GROUPS

1. Allotments. Open allotments have been established for fiscal year 1982 and subsequent fiscal years under subhead .2731 (Allotment Number 631) and under subhead .2732 (Allotment Number 632). Planning estimates will be issued to the Commanding Generals of 4th Marine Division and 4th Marine Aircraft Wing under portions of projects 16 through 30 and to the Director, Marine Corps Reserve Support Center under projects 17, 20, 22, and 28. These planning estimates will cover the cost of active duty training for designated Reserve officers and enlisted personnel involved in projects and training under the sponsorship of the respective planning estimate holders. The Commanding Generals of 4th Marine Division and 4th Marine Aircraft Wing, and the Director, Marine Corps Reserve Support Center will promulgate necessary instructions to account for funds authorized. The specific instructions provided in paragraphs 2004.2 through 2004.6 below are applicable when citing allotments 631 and 632. Authorizations are provided the Director, Marine Corps Reserve Support Center to cover the costs of individual Mobilization Augmentees (IMA's) under closed allotment procedures. Projects 12, 13, 43, and 44 under allotment 509 subhead 2731 and project 42 under allotment 509, subhead 2732 will cite fans applicable to IMA costs.

2. Pay group numbers and project number under Appropriation/Subhead - 17*1108.2731 are shown below:

| Component Code | Pay Group Number Officer/Enlisted | Bureau Control Number Project/Allotment | Bureau Control Number | | Title |
|----------------|--------------------------------------|--|-----------------------|-----|---|
| - | 101 | 231 | 11 | 631 | Training Pay Group A, 48 Drills, 15 Days ATD |
| KF | 102 | 232 | 12 | 631 | Individual Mobilization Augmentee (IMA), Pay Group B, 24 Drills, 15 Days ATD |
| KF | 103 | 233 | 13 | 631 | Individual Mobilization Augmentee (IMA) Training Pay Group D, 15 Days ATD |
| - | - | 234 | 14 | 631 | Training Pay Group P, High School Seniors or Recent Graduates in a Paid Drill Status, 36 Drills maximum |
| **K1/K2 | - | 235 | 15 | 631 | Training Pay Group F, Initial ATD for 6 months and Incremental Initial ATD |
| KF | 130 | 260 | 43 | 631 | Individual Mobilization Augmentee (IMA), Training Pay Group C, 12 Drills, 15 Days ATD |
| KF | 131 | 261 | 44 | 631 | Individual Mobilization Augmentee (IMA), Pay Group A, 48 Drills, 15 Days ATD |

3. Pay group numbers and project numbers under open allotment number 632 are shown below (Appropriation/Subhead 17*1108.2732):

| Component Code | Pay Group Number Officer/Enlisted | Bureau Control Number Project/Allotment | Bureau Control Number | | Title |
|----------------|--------------------------------------|--|-----------------------|-----|---|
| - | 106 | 236 | 16 | 632 | School Training: Refresher and Proficiency Training |
| - | 107 | 237 | 17 | 632 | School Training: Career Development |
| - | | 238 | 18 | 632 | School Training: Enlisted Qualification for Unit MOS Critical Skills and Non-critical Foreign Language Training |
| - | 109 | 239 | 19 | 632 | School Training: Training Required by Reequipment of Units or Mission Changes |
| - | 110 | 240 | 20 | 632 | School Training: Training of IRR personnel |
| - | 111 | 241 | 21 | 632 | Special Training: CO/I-I Conference and District Policy Board |
| - | 112 | 242 | 22 | 632 | Special Training: MTU Conference Projects |
| - | 113 | 243 | 23 | 632 | Special Training: Pre-ATD Conferences |
| - | 114 | 244 | 24 | 632 | Special Training: VMR Support/Flight Training |
| - | 115 | 245 | 25 | 632 | Special Training: Marksmanship Training |
| - | 116 | 246 | 26 | 632 | Special Training: Interunit Maintenance Program |
| - | 117 | | 27 | 632 | Special Training: General Officers Tours |
| **CF | 118 | 248 | 28 | 632 | Special Training: Short Tours/Training Assistants |

| Component Code | Pay Group | Number | Bureau Control Number | | Title |
|----------------|------------------|--------|-----------------------|-----|---|
| | Officer/Enlisted | | Project/Allotment | | |
| **CE | - | 249 | 29 | 632 | Special Training: Recruiter Aides |
| **CC | 120 | 250 | 30 | 632 | Special Training: Exercise Participation |
| **K6 | 121 | 251 | 31 | 632 | Administration and Support: Title 10, Sec. 265 Personnel |
| - | 123 | 262 | 32 | 632 | Platoon Leaders Class or Reserve Officer Candidates |
| - | - | - | 33 | 632 | Marine Corps Junior Reserve Officer Training Corps - Clothing |
| - | 122 | 252 | 34 | 632 | Administration and Support: Disability and Hospital Benefits |
| - | - | 253 | 35 | 632 | Administration and Support: Enlistment Bonus, Education Assistance, Reenlist- ment Bonus |
| - | - | 254 | 36 | 632 | Administration and Support: IRR Bonus |
| - | - | 255 | 37 | 632 | Administration and Support: SMCR Affi- liation Bonus |
| **B1 | 126 | 256 | 38 | 632 | Administration and Support, Full-time support personnel 672D/678. (Adminis- tration) |
| **B2 | 127 | 257 | 39 | 632 | Administration and Support, Full-time support personnel 672D/678. (Recruiting) |
| **B3 | 128 | 258 | 40 | 632 | Administration and Support, Full-time support personnel 672D/678. (Instruc- tion/Training) |
| **B4 | 129 | 259 | 41 | 632 | Administration and Support, Full-time support personnel 672D/678. (Organiza- tion) |
| K3 | 105 | 265 | 42 | 632 | Mobilization Training, Reserve Counterpart Training, 13 Days Training |
| - | - | - | 45 | 632 | Veterans Educational Assistance Act, GI Bill. (This pay group pertains to all Reserve pay groups assigned.) For Marine Corps Fi- nance Center and Headquarters Marine Corps use only. |

NOTE: **Identifies pay groups in which active duty time may exceed 30 days.

2005. RESERVE PERSONNEL FUNCTIONAL ACCOUNT NUMBERS

1. Applicable functional account numbers under allotment numbers 509 and 631, projects 11 through 15, 43, and 44 are shown below (Appropriation/Subhead - 17*1108.2731):

| Functional Account | Title |
|--------------------|--|
| | Federal Insurance Contribution Act. The cost of the Government's contribution under the Federal Insurance Contribution Act on behalf of Reserve personnel on Active Duty for Training. |
| 71141 | Officers |
| 71142 | Enlisted |

c

Functional
Account

Title

Servicemen's Group Life Insurance Program. The cost of the Government's contribution under the Servicemen's Group Life Insurance Program on behalf of Marine Corps Reserve Personnel. (Headquarters Marine Corps use only.)

71146 Officers
71147 Enlisted

71500 Pay and Allowances. Active duty for training, Reserve officers.

71600 Pay and Allowances. Active duty for training, Reserve enlisted personnel.

71701 Drill Pay: Nonaviation, Reserve officers.

71703 Drill Pay: Aviation, Reserve officers.

71801 Drill Pay: Nonaviation, Reserve enlisted personnel.

71803 Drill Pay: Aviation, Reserve enlisted personnel.

72530 Uniform Gratuities: Reserve officers.

72630 Outfitting of Clothing: Reserve enlisted personnel.

72805 Clothing: Cash sales and credits for cash or checkage sales, Reserve personnel.

72811 Alteration and Renovation: Individual clothing and shoe repairs, Reserve enlisted personnel.

73600 Subsistence In-Kind: Active duty for training, Reserve enlisted personnel.

73801 Meals: Furnished Reserve enlisted personnel attending multiple drills of 8 hours or more duration.

74500 Travel: Active duty for training, Reserve officers. Includes meal tickets issued in conjunction with travel.

74501 Per Diem: Active duty for training, Reserve officers.

74600 Travel: Active duty for training, Reserve enlisted personnel. Includes meal tickets in conjunction with travel.

74601 Per Diem: Active duty for training, Reserve enlisted personnel.

>2. Applicable functional account numbers under allotment numbers 509 and 632, projects 16 through 31 and 34 through 42 are shown below (Appropriation/Subhead 17*1108.2732):

Functional
Account

Title

Federal Insurance Contribution Act. The cost of the Government's contribution under the Federal Insurance Contributions Act on behalf of Reserve Personnel on Active Duty for Training.

71141 Officers
71142 Enlisted

Functional
Account

Title

Servicemen's Group Life Insurance Program. The cost of the Government's contribution under the Servicemen's Group Life Insurance Program on behalf of Marine Corps Reserve Personnel. (Headquarters Marine Corps use only.)

71146 Officers
71147 Enlisted

71160 Disability and Hospital Benefits: Reserve officers.

71161 Death Gratuity: Active duty for training and inactive duty training, Reserve officers.

71170 Disability and Hospital Benefits. Reserve enlisted personnel.

71171 Death Gratuity. Active duty for training and inactive duty training, Reserve enlisted personnel.

71500 Pay and Allowances. Active duty for training, Reserve officers.

71600 Pay and Allowances. Active duty for training, Reserve enlisted personnel.

71831 Enlistment Bonus. Initial payment, Reserve enlisted personnel.

71832 Enlistment Bonus. Anniversary payment, Reserve enlisted personnel.

71833 Education Assistance. Initial payment, Reserve enlisted personnel.

71834 Education Assistance. Anniversary payment, Reserve personnel.

71841 Reenlistment Bonus (3 Yrs). Initial payment, Reserve enlisted personnel.

71842 Reenlistment Bonus (3 Yrs). Anniversary payment, Reserve enlisted personnel.

71843 Reenlistment Bonus (6 Yrs). Initial payment, Reserve enlisted personnel.

71844 Reenlistment Bonus (6 Yrs). Anniversary payment, Reserve enlisted personnel.

71851 Affiliation Bonus 18 Months or Less Remaining. Initial payment, Selected Marine Corps Reserve (SMCR).

71852 Affiliation Bonus 18 Months or More Remaining. Initial payment, Selected Marine Corps Reserve (SMCR).

71853 Affiliation Bonus Fifth Year Only. Anniversary payment, Selected Marine Corps Reserve (SMCR).

71861 IRR Bonus for Ready Reserve Members. Initial payment, for enlistment, reenlistment or extension in the Ready Reserve.

71862 IRR Bonus for Ready Reserve Members. Anniversary payment, Ready Reserve personnel.

72530 Uniform Gratuities. Reserve officers.

| <u>Functional Account</u> | <u>Title</u> |
|---------------------------|--|
| 72630 | Outfitting of Clothing. Reserve enlisted personnel. |
| 72805 | Clothing. Cash sales and credits for cash or checkage sales, Reserve personnel. |
| 72811 | Alteration and Renovation. Individual clothing and shoe repairs, Reserve enlisted personnel. |
| 73600 | Subsistence In-Kind. Active duty for training, Reserve enlisted personnel. |
| 73801 | Meals. Furnished Reserve enlisted personnel attending multiple drills of 8 hours or more duration. |
| 74500 | Travel. Active duty for training, Reserve officers. |
| 74501 | Per Diem. Active duty for training, Reserve officers. |
| 74502 | Travel. Inactive duty, Reserve officers. |
| 74503 | Dependents' Travel. Reserve officers. |
| 74504 | Transportation of Household Goods. Officers. |
| 74505 | Per Diem. Inactive duty, Reserve officers. |
| 74600 | Travel. Active duty for training, Reserve enlisted personnel. |
| 74601 | Per Diem. Active duty for training, Reserve enlisted personnel. |
| 74602 | Travel. Inactive duty, Reserve enlisted personnel. |
| 74603 | Dependents' Travel. Reserve enlisted. |
| 74604 | Transportation of Household Goods. Enlisted. |
| 74605 | Per Diem. inactive duty, Reserve enlisted. |
| | Permanent Change of Station (PCS) Travel. Applicable functional accounts for PCS of category 6 officials, full-time support (FTS) personnel, and Unit MOS Training, pay groups 238, 121/251 and 126/256 through 129/259. |
| 74700 | PCS Officer Travel, GTR in CONUS. |
| 74701 | PCS Officer Travel, Monetary Allowance in Lieu of Transportation (MALT). |
| 74702 | PCS Officer Travel, per diem. |
| 74703 | Payment of Dislocation Allowance (DLA) in connection with permanent change of station operational moves, Reserve officers. |
| 74800 | PCS Enlisted Travel, GTR in CONUS. |
| 74801 | PCS Enlisted Travel, Monetary Allowance in Lieu of Transportation (MALT). |
| 74802 | PCS Enlisted Travel, per diem. |
| 74803 | Payment of dislocation Allowance (DLA) in connection with permanent change of station operational moves, Reserve enlisted personnel. |

Functional
Account

Title

74804 Temporary Lodging Expense (TLE), Enlisted.

3. Applicable functional account numbers under open allotment number 632, projects 32 and 33 are shown below (Appropriation/Subhead 17*1108.2732.):

| <u>Subhead</u> | <u>Project Number</u> | <u>Allotment Number</u> | <u>Functional Account</u> | <u>Title</u> |
|----------------|-----------------------|-------------------------|---------------------------|--|
| .2732 | 32 | 632 | | Reserve Officer Candidates: Platoon Leaders Class or Reserve Officer Candidates |
| | | | 71750 | Pay and Allowances: Marine Corps Reserve personnel attending Platoon Leaders Class and Women Officer Candidate Course. |
| | | | 71751 | Allowance for Subsistence Marine Corps Officer Candidate Program: The Platoon Leaders Course, full-time students. |
| | | | 71142 | Federal Insurance Contribution Act: The cost of the Govern- ment's contribution on behalf of Reserve military personnel on active duty for training. |
| | | | 72720 | Clothing Issues In-Kind: NROTC students (includes alterations). |
| | | | 72750 | Clothing Issues In-Kind: Marine Corps Reserve enlisted person- nel attending Platoon Leaders Class and Women Officer Candidate Course (includes alterations). |
| | | | 73750 | Subsistence In-Kind: Marine Corps Reserve personnel attending Platoon Leaders Class and Women Officer Candidate Course. |
| | | | 74750 | Travel: Marine Corps Reserve personnel attending Platoon Leaders Class and Women Officer Candidate Course. |
| .2732 | 33 | (See par. 2002.1b.) | | Marine Corps Junior Reserve Officers Training Corps: |
| | | | 72698 | Initial Clothing Issues In- Kind: Marine Corps Junior Reserve Officers' Training Corps students. |
| | | | 72699 | Alterations and Renovation of Clothing: Marine Corps Junior Reserve officers' Training Corps students. |
| | | | 72700 | Replacement of Clothing Issues In-Kind: Marine Corps Junior Reserve Officers' Training Corps students. |

4. Applicable functional account numbers under allotment number 630, projects 11 through 15 and 43 (Appropriation/Subhead 17*1108.2731); projects 16, 21, 32, 38, and 42 (Appropriation/Subhead 17*1108.2732).

| Project | Allotment | Functional | |
|---------|-----------|------------|---------|
| Subhead | Number | Number | Account |

Retired Pay Accrual: Payments for the accrued liability of Reserve personnel not yet retired.

| | |
|-------|----------|
| 71143 | Officers |
| 71144 | Enlisted |

>5. Applicable functional account numbers under Allotment 632, project 45 are shown below (Appropriation/Subhead 17*1108.2732):

Veterans Educational Assistance Act, GI Bill: Payments for the accrued liability of Reserve personnel participating in GI Bill.

| | |
|-------|--------------------|
| 71180 | Officers, Inactive |
| 71181 | Enlisted, Inactive |
| 71182 | Officers, Active |
| 71183 | Enlisted, Active |

| | | | | | | | | | | | |
|----------|---------|------------------|---------------------|------------------------------------|-----------------------|-------------------|-----------------------|--------------------------|---------------------|-----|-------------------|
| Sub-head | Project | Travel of Member | Travel of Dependent | Transportation & Temporary Storage | Non-temporary Storage | Trailer Allowance | Dislocation Allowance | Cargo and Excess Baggage | Cargo Port Handling | POV | POV Port Handling |
|----------|---------|------------------|---------------------|------------------------------------|-----------------------|-------------------|-----------------------|--------------------------|---------------------|-----|-------------------|

2751 42 TRAINING TRAVEL

| | | | | | | | | | | | |
|---------------------------------|--|-------|----------|-------|-------|-------|-------|--|--|--|--|
| Officer Enlisted | | | | | | | | | | | |
| MALT | | | | | | | | | | | |
| Officer Enlisted | | 74122 | See Note | | 74153 | 74156 | 74157 | | | | |
| per diem | | 74123 | Note | | 74163 | 74166 | 74167 | | | | |
| Officer Enlisted | | 74124 | See Note | | | | | | | | |
| GTR in CONUS (Bus/train) | | 74125 | Note | | | | | | | | |
| Officer Enlisted | | 74128 | 74150 | | | | | | | | |
| Commercial Air, CONUS | | 74129 | 74160 | | | | | | | | |
| Officer Enlisted | | 74172 | 74176 | | | | | | | | |
| Land HHC Shipments | | 74173 | 74177 | | | | | | | | |
| Officer Enlisted | | | | 74154 | | | | | | | |
| Temporary Lodging Expense (TLB) | | | | 74164 | | | | | | | |
| Officer Enlisted | | 74130 | | | | | | | | | |
| | | 74131 | | | | | | | | | |

2752 43 TRAVEL BETWEEN DUTY STATIONS

| | | | | | | | | | | | |
|---------------------------------|--|-------|----------|-------|-------|-------|-------|-------|--|--|--|
| Officer Enlisted | | | | | | | | | | | |
| MALT | | | | | | | | | | | |
| Officer Enlisted | | 74122 | See Note | | 74153 | 74156 | 74157 | 74921 | | | |
| per diem | | 74123 | Note | | 74163 | 74166 | 74167 | 74922 | | | |
| Officer Enlisted | | 74124 | See Note | | | | | | | | |
| GTR in CONUS (Bus/train) | | 74125 | Note | | | | | | | | |
| Officer Enlisted | | 74128 | 74150 | | | | | | | | |
| Commercial Air, CONUS | | 74129 | 74160 | | | | | | | | |
| Officer Enlisted | | 74172 | 74176 | | | | | | | | |
| Land HHC Shipments | | 74173 | 74177 | | | | | | | | |
| Officer Enlisted | | | | 74154 | | | | | | | |
| Temporary Lodging Expense (TLB) | | | | 74164 | | | | | | | |
| Officer Enlisted | | 74130 | | | | | | | | | |
| | | 74131 | | | | | | | | | |

Note: Refer to paragraph 1006 for functional account numbers applicable.

| Sub-head | Project | Travel of Member | Travel of dependent | Transportation & Temporary Storage | Non-temporary Storage | Trailer Allowance | Dislocation Allowance | Cargo and Excess Baggage | Cargo Port Handling | POV Port Handling | |
|----------|---------|-----------------------------|---------------------|------------------------------------|-----------------------|-------------------|-----------------------|--------------------------|---------------------|-------------------|--|
| 2753 | 44 | TRAVEL TO AND FROM OVERSEAS | | | | | | | | | |
| | | <u>Land Travel</u> | | | | | | | | | |
| | | 74960 | | | 74153 | 74156 | 74157 | | | 74921 | |
| | | Officer | | | 74163 | 74166 | 74167 | | | 74922 | |
| | | Enlisted | | | | | | | | | |
| | | Security Guard - | | | | | | | | | |
| | | Department of State | | | | | | | | | |
| | | MALT | | | | | | | | | |
| | | Officer | | | | | | | | | |
| | | Enlisted | | See | | | | | | | |
| | | Per Diem | | Note | | | | | | | |
| | | Officer | | | | | | | | | |
| | | Enlisted | | See | | | | | | | |
| | | GTR in CONUS (Bus/Train) | | Note | | | | | | | |
| | | Officer | | | 74128 | | | | | | |
| | | Enlisted | | | 74129 | | | | | | |
| | | Land HHG Shipments | | | | | | | | | |
| | | Officer | | | 74154 | | | | | | |
| | | Enlisted | | | 74164 | | | | | | |
| | | Temporary Lodging Expense | | | | | | | | | |
| | | (TLE) | | | | | | | | | |
| | | Officer | | | 74130 | | | | | | |
| | | Enlisted | | | 74131 | | | | | | |
| | | <u>Sea Travel</u> | | | | | | | | | |
| | | Military Sealift Command | | | | | | | | | |
| | | Officer | | | 74900 | 74180 | | | | 74911 a/ | |
| | | Enlisted | | | 74901 | 74183 | | | | 74912 a/ | |
| | | Security Guard - | | | | | | | | | |
| | | Department of State | | | 74960 | 74183 | | | | | |
| | | Military Airlift Command | | | | | | | | | |
| | | Officer | | | 74930 | 74181 | | | | 74155 | |
| | | Enlisted | | | 74931 | 74184 | | | | 74165 | |
| | | Security Guard - | | | | | | | | | |
| | | Department of State | | | 74960 | | | | | 74960 | |
| | | Commercial Air (CONUS/ | | | | | | | | | |
| | | Outside CONUS) | | | | | | | | | |
| | | Officer | | | 74172 | 74176 | | | | | |
| | | Enlisted | | | 74173 | 74177 | | | | | |
| | | Security Guard - | | | | | | | | | |
| | | Department of State | | | 74960 | | | | | | |
| | | Port Handling | | | | | | | | 74182 | |
| | | Officer - Enlisted | | | | | | | | | |
| | | ITGRL HHG Shipment | | | | | | | | | |
| | | Officer | | | | | | | | 74152 | |
| | | Enlisted | | | | | | | | 74162 | |
| | | Temporary Lodging Expense | | | | | | | | | |
| | | (TLE) | | | | | | | | | |
| | | Officer | | | 74130 | | | | | | |
| | | Enlisted | | | 74131 | | | | | | |
| | | Commercial Ship | | | | | | | | | |
| | | Officer | | | 74174 | | | | | | |
| | | Enlisted | | | 74175 | | | | | | |

Note: Refer to paragraph 1006 for functional account numbers applicable.

Sub-ject 2754 45 SEPARATION TRAVEL

| Travel of Member | Travel of Dependent | Transportation & Temporary Storage | Non-temporary Storage | Trailer Allowance | Dislocation Allowance | Cargo and Excess Baggage | Cargo Port Handling | POV Port Handling |
|--------------------------------------|---------------------|------------------------------------|-----------------------|-------------------|-----------------------|--------------------------|---------------------|-------------------|
| <u>Land Travel Within CONUS</u> | | | | | | | | |
| Officer Enlisted | | | 74153 | 74156 | | | | 74921 |
| Security Guard Department of State | | | 74163 | 74166 | | | | 74922 |
| WALLET | | | | | | | | |
| Officer Enlisted | 74960 | | | | | | | |
| Per Diem Officer Enlisted | 74122 | See NOTE | | | | | | |
| GTR in CONUS (Bus/Train) | 74124 | See NOTE | | | | | | |
| Officer Enlisted | 74125 | | | | | | | |
| Land HHG Shipments | 74128 | 74150 | | | | | | |
| Officer Enlisted | 74129 | 74160 | | | | | | |
| Land HHG Shipments | | | 74154 | | | | | |
| Officer Enlisted | | | 74164 | | | | | |
| Temporary Lodging Expense | 74130 | | | | | | | |
| Officer Enlisted | 74131 | | | | | | | |
| <u>From Overseas to CONUS</u> | | | | | | | | |
| <u>Sea Travel</u> | | | | | | | | |
| Military Sealift Command | | | | | | | | |
| Officer Enlisted | 74900 | 74180 | | | | | 74182 | 74183 |
| Security Guard Department of State | 74901 | 74183 | | | | | 74192 | 74194 |
| Military Airlift Command | 74960 | 74183 | | | | | | |
| Officer Enlisted | 74930 | 74181 | | | | | | |
| Commercial Air (CONUS/Outside CONUS) | 74931 | 74184 | | | | | | |
| Officer Enlisted | | | | | | | | |
| Commercial Ship | 74172 | 74176 | | | | | | |
| Officer Enlisted | 74173 | 74177 | | | | | | |
| Commercial Ship | 74174 | | | | | | | |
| Officer Enlisted | 74175 | | | | | | | |
| TEMPAL HHG Shipments | | | | | | | | |
| Officer Enlisted | | | | | | | | |
| Temporary Lodging Expense | 74130 | | | | | | | |
| Officer Enlisted | 74131 | | | | | | | |

Note: Refer to paragraph 1006 for functional account numbers applicable.

| Sub-head | Project | Travel of Member | Travel of dependent | transportation & temporary storage | Non-temporary storage | Trailer Allowance | Dislocation Allowance | Cargo and Excess Baggage | Cargo Port Handling | POV port Handling | |
|----------|---------|--|---------------------|------------------------------------|-----------------------|-------------------|-----------------------|--------------------------|---------------------|-------------------|--|
| 2755 | 46 | UNIT MOVES | | | | | | | | | |
| | | <u>Land Travel</u> | | | | | | | | | |
| | | Officer | | | 74153 | 74156 | 74157 | 74921 | | | |
| | | Enlisted | | | 74163 | 74166 | 74167 | 74922 | | | |
| | | MALT | | | | | | | | | |
| | | Officer | 74122 | See | | | | | | | |
| | | Enlisted | 74123 | Note | | | | | | | |
| | | Per Diem | | | | | | | | | |
| | | Officer | 74124 | See | | | | | | | |
| | | Enlisted | 74125 | Note | | | | | | | |
| | | GTR in CONUS (Bus/Train) | | | | | | | | | |
| | | Officer | 74128 | 74150 | | | | | | | |
| | | Enlisted | 74129 | 74160 | | | | | | | |
| | | Land HHG Shipments | | | | | | | | | |
| | | Officer | | 74154 | | | | | | | |
| | | Enlisted | | 74164 | | | | | | | |
| | | Temporary Lodging Expense (TLE) | | | | | | | | | |
| | | Officer | 74130 | | | | | | | | |
| | | Enlisted | 74131 | | | | | | | | |
| | | <u>To, From, and Between Stations Overseas</u> | | | | | | | | | |
| | | <u>Sea Travel</u> | | | | | | | | | |
| | | Military Sealift Command | | | | | | | | | |
| | | Officer | 74900 | 74180 | | | | | | 74182 74193 | |
| | | Enlisted | 74901 | 74183 | | | | | | 74192 74194 | |
| | | Military Airlift Command | | | | | | | | | |
| | | Officer | 74930 | 74181 | | | | | | | |
| | | Enlisted | 74931 | 74184 | | | | | | 74155 | |
| | | Commercial Air (CONUS/Outside CONUS) | | | | | | | | 74165 | |
| | | Officer | 74172 | 74176 | | | | | | | |
| | | Enlisted | 74173 | 74177 | | | | | | | |
| | | Commercial Ship | | | | | | | | | |
| | | Officer | 74174 | | | | | | | | |
| | | Enlisted | 74175 | | | | | | | | |
| | | ITGAL HHG Shipments | | | | | | | | | |
| | | Officer | | | | | | | | 74152 | |
| | | Enlisted | | | | | | | | 74162 | |
| | | Temporary Lodging Expense (TLE) | | | | | | | | | |
| | | Officer | 74130 | | | | | | | | |
| | | Enlisted | 74131 | | | | | | | | |

Note: Refer to paragraph 1006 for functional account numbers applicable.

a/ Shipment of foreign made POV's to CONUS chargeable to: Officer 74913
Enlisted 74923

APPENDIX B

CLASSIFICATION OF COSTS OF RESERVE PERSONNEL

APPROPRIATION 17*1108, RMYC - - SUBHEAD 2731

| PROJECT | ACTIVE DUTY | | INACTIVE DUTY TRAINING | | Individual Clothing & Uniform Gratuities | Alteration Renovation of Clothing & Shoe Repair | Subsistence in Kind | Contract Meals | Travel | Per Diem | FICA | SGLI | Clothing Cash Sales & Credits for Cash or Checkage Sales | Inactive Duty Travel | Inactive Duty Per Diem |
|---|-----------------|--------------|------------------------|--|--|---|---------------------|----------------|----------------------|----------|-------|-------|--|----------------------|------------------------|
| | Pay & Allowance | Non-aviation | Aviation | | | | | | | | | | | | |
| 11-Training Pay Group A 48 Drills 15 Days Officers Enlisted | 71500 | 71701 | 71703 | | 72530 | | | | 1/ | 74501 | 71141 | 71146 | | 74502 | 74505 |
| | 71600 | 71801 | 71803 | | 72630 | 72811 | 73600 | 73801 | 74500 | 74601 | 71142 | 71147 | 72805 | 74602 | 74605 |
| 12-Individual Mobilization Augmentee (IMA) Pay Group B 14 Days Officers Enlisted | 71500 | 71701 | 71703 | | 72530 | | | | 1/ | 74501 | 71141 | 71146 | | 74502 | 74505 |
| | 71600 | 71801 | 71803 | | 72630 | 72811 | 73600 | 73801 | 74500 | 74601 | 71142 | 71147 | 72805 | 74602 | 74605 |
| 13-Individual Mobilization Augmentee (IMA) Pay Group D 13 Days Officers Enlisted | 71500 | | | | 72530 | | | | 74500 | 74501 | 71141 | 71146 | | | |
| | 71600 | | | | 72630 | 72811 | 73600 | | 74600 | 74601 | 71142 | 71147 | 72805 | 74602 | 74605 |
| 14-Training Pay Group F 24 Drills Officers Enlisted | | | | | | | | | | | | | | | |
| | | 71801 | 71803 | | | 72811 | | | | | 71142 | 71147 | 72805 | | |
| 15-Training Pay Group F 3-6 Months Enlisted | 71600 | | | | 72630 | 72811 | 73600 | | 74600 | 74601 | 71142 | 71147 | 72805 | | |
| | | | | | | | | | 74604 (HHC if ent.1) | | | | | | |
| 43-Individual Mobilization Augmentee (IMA) Pay Group C 12 Drills 14 Days Officers Enlisted | 71500 | 71701 | 71703 | | 72530 | | | | 74500 | 74501 | 71141 | 71146 | | 74502 | 74505 |
| | 71600 | 71801 | 71803 | | 72630 | 72811 | 73600 | 73801 | 74600 | 74601 | 71142 | 71147 | 72805 | 74602 | 74605 |
| 44-Individual Mobilization Augmentee (IMA) Pay Group A Officers Enlisted | 71500 | 71701 | 71703 | | 72530 | | | | 74500 | 74501 | 71141 | 71146 | | 74502 | 74505 |
| | 71600 | 71801 | 71803 | | 72630 | 72811 | 73600 | 73801 | 74600 | 74601 | 71142 | 71147 | 72805 | 74602 | 74605 |

1/ With the exception of the 4th MAW, 4th MARDIV, and MCRS, all activities are authorized to charge open allotment 631 for travel and per diem under projects 11 and 12 for travel and per diem. (See par. 2002.2 of this Manual.)

NOTE 1: BCN is composed of the project number above and the allotment number; i.e., 11631, 12631, 11507, 11508, 11509, etc.
 NOTE 2: Meal tickets in conjunction with travel should be charged to the travel PAN regardless of whether a transportation request is issued.

| PROJECT | ACTIVE DUTY | PAY, INACTIVE DUTY TRAINING | Individual Clothing & Uniform Gratuities | Alteration Renovation of Clothing & Shoe Repair | Subsistence in Kind | Contract Meals | Travel | Per Diem | FICA | SGLI | Clothing Cash Sales & Credits for Cash or Checkage Sales | Dependents Travel | Transportation Household Goods |
|--|-------------|-----------------------------|--|---|---------------------|----------------|----------------------------------|----------|-------|-------|--|-------------------|--------------------------------|
| | | | | | | | | | | | | | |
| 16-School Refresher/Proficiency Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 17-School Training: Career Development Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 18-School Training: Enlisted Qualification Enlisted GTR in COMUS MALT Per Diem DLA TLE | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| | | | | | | | 74800 74801 74803 74804 | 74802 | | | | | |
| 19-School Training: Mission Changes Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 20-School Training: Reserve OCC Enlisted Reserve TBS/ Technical Training Officers | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| 21-Special Training: CO/I-I Conference Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 22-Special Training: MTU/Conference/ Projects Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 23-Special Training: Pre-MTD Conference Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |
| 24-Special Training: VNR/Air Support Officers Enlisted | 71500 | - | 72530 | - | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| | 71600 | - | 72630 | 72811 | 73600 | - | 74600 | 74601 | 71142 | 71147 | 72805 | 74603 | 74604 |

NOTE: Authority to cite school and special training appropriation data is limited to those activities receiving separate man-day allocation.

| PROJECT | ACTIVE DUTY | PAY, INACTIVE DUTY TRAINING | | Alter-ation Renova-tion of Cloth-ing & Shoe Repair | Indi-vidual Cloth-ing & Uniform-Gratu-ities | Sub-sistence In Kind | Con-tract Meals | Travel | Per Diem | FICA | SGLI | Cloth-ing Cash Sales & Cred-its for Cash or Check-age Sales | Depend-ents Travel | Trans-port-ation House-hold Goods |
|---|---------------------------|-----------------------------|-----------------------|--|---|-----------------------|-----------------------|-----------------------------------|-------------------------------|---------------------------|---------------------------|---|-----------------------|-----------------------------------|
| | | Pay & Allow-ance | Non-avia-tion | | | | | | | | | | | |
| 25-Special Training: Marksmanship Officers Enlisted | 71500 71600 | - - | - - | - 72811 | 72530 72630 | - 73600 | - - | 74500 74600 | 74501 74601 | 71141 71142 | 71146 71147 | 72805 | 74503 74603 | 74504 74604 |
| 26-Special Training: Interunit Maintenance Officers Enlisted | 71500 71600 | - - | - - | - 72811 | 72530 72630 | - 73600 | - - | 74500 74600 | 74501 74601 | 71141 71142 | 71146 71147 | 72805 | 74503 74603 | 74504 74604 |
| 27-Special Training: General Officer Tour Officers | 71500 | - | - | - | 72530 | - | - | 74500 | 74501 | 71141 | 71146 | - | 74503 | 74504 |
| 28-Special Training: Short Tours/Train- ing Assistants Officers Enlisted | 71500 71600 | - - | - - | - 72811 | 72530 72630 | - 73600 | - - | 74500 74600 | 74501 74601 | 71141 71142 | 71146 71147 | 72805 | 74503 74603 | 74504 74604 |
| 29-Special Training: Recruiter Aides Enlisted | 71600 | - | - | 72811 | 72630 | 73600 | - | - | - | 71142 | 71147 | 72805 | 74603 | 74604 |
| 30-Special Training: Exercise Partici- pation Officers Enlisted | 71500 71600 | - - | - - | - 72811 | 72530 72630 | - 73600 | - - | 74500 74600 | 74501 74601 | 71141 71142 | 71146 71147 | 72805 | 74503 74603 | 74504 74604 |
| 31-Administration and Support Officers MALT Officers Per Diem Officers GTR in CONUS Officers Dislocation Allowance (DLA) Officer | 71500 - - - - | - - - - - | - - - - - | - - - - - | 72530 - - - - | - - - - - | - - - - - | 74500 74701 - - 74700 | 74501 - - 74702 - | 71141 - - - - | 71146 - - - - | - - - - - | - - - - - | 74504 - - - - |

| PROJECT | Pay and Allowances | Subsistence Allowance | Clothing Issues (In-Kind to Include Alterations) | Subsistence In-Kind | Travel | FICA |
|--|--|-------------------------------------|--|---|---------------------------------------|----------------------|
| 32-Reserve Officer Candidates Platoon Leaders Class (PLC) Women Officer Candidates Class (WOCC) Juniors Only Naval Reserve Officer Training Class (NROTC) 1/ See par. 2000.2 | 71750 71750 1/ | 71751 - 1/ | 72750 72750 72720 | 73750 73750 - | 74750 74750 1/ | 71142 71142 1/ |
| 33-Marine Corps JROTC | Initial Clothing Issues 72698 | 72699 | 72700 | | | |
| 34-Administration and Support: Disability and Hospital Benefits Officers Enlisted | Disability & Hospital Benefits 71160 71170 | Death Gratuity 71161 71171 | | | | |
| 35-Administration and Support: Enlistment Bonus Education Assistance | Enlistment Bonus Initial 71831 | Anniversary Initial 71833 | Education Assistance Anniversary 71834 | Reenlistment Bonus 3 Yr. Anniversary Initial 71841 | 6 Yr. Anniversary Initial 71843 | Anniversary 71844 |
| 36-Administration and Support: IRR Bonus Enlisted | IRR BONUS Initial 71861 | Anniversary 71862 | | | | |
| 37-Administration and Support: SMCR Affiliation Bonus Enlisted | Initial 18 Months or Less Remaining | Initial 18 Months or More Remaining | SMCR Affiliation Bonus | Initial 18 Months or More Remaining | 5th Year Only | |
| | 71851 | 71852 | 71851 | 71852 | | 71853 |

| PROJECT | ACTIVE DUTY | PAY, INACTIVE DUTY TRAINING | Individual Clothing & Uniforms | Alteration Removal of Clothing & Uniforms | Subsistence | Com-tract Meals | Travel | Per Diem | FICA | Skill | Clothing Cash Sales & Credits for Cash or Check-appe Sales | De-pend-ents Travel | Trans-por-tation House-hold Goods |
|--|-------------|-----------------------------|--------------------------------|---|-------------|-----------------|--------|----------|-------|-------|--|---------------------|-----------------------------------|
| | | | | | | | | | | | | | |
| 38-Administrative and Support: Full-Time Support Personnel 6720/678 (Administration) | 71500 | - | 725 30 | 728 11 | - | - | - | - | 71141 | 71146 | - | 74503 | 74504 |
| Officers Enlisted | 71600 | - | 726 30 | 728 11 | 7 8600 | - | - | - | 71142 | 71147 | 72805 | 74603 | 74604 |
| NONET | - | - | - | - | - | - | 74701 | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | 74801 | - | - | - | - | - | - |
| Per Diem Officers | - | - | - | - | - | - | - | 74702 | - | - | - | - | - |
| Enlisted GPR in CYBERS | - | - | - | - | - | - | - | 74802 | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | 74700 | - | - | - | - | - | - |
| Dislocation Allowance (DIA) | - | - | - | - | - | - | 74800 | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | 74703 | - | - | - | - | - | - |
| Temporary Lodging Expense (TLE) | - | - | - | - | - | - | 74803 | - | - | - | - | - | - |
| Enlisted | - | - | - | - | - | - | 74804 | - | - | - | - | - | - |

| PROJECT | ACTIVE DUTY | | PAY, INACTIVE DUTY TRAINING | | Medical Clothing & Uniform Gratuities | Allocation Repair | Subsequent to Club & Clubhouse | Conduct | Travel | FICA | Cash Sales & Credits for Cash or Check-appe Sales | Deductions | Transportation |
|---|-----------------|--------------|-----------------------------|--------------|---------------------------------------|-------------------|--------------------------------|---------|--------|-------|---|------------|----------------|
| | Pay & Allowance | Non-aviation | Aviation | Non-aviation | | | | | | | | | |
| 39-Administration and Support Personnel (6721/678) (Recruiting) | 71500 | - | - | - | 725 30 | - | - | - | - | 71141 | - | 74503 | 74504 |
| Officers Enlisted | 71600 | - | - | - | 726 30 | 72811 | 73600 | - | - | 71142 | 72805 | 74601 | 74604 |
| NAJF | - | - | - | - | - | - | - | - | 74701 | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | - | 74801 | - | - | - | - |
| Per Diem | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | - | - | - | - | - | - |
| GTR in COMUS | - | - | - | - | - | - | - | - | 74702 | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | - | 74802 | - | - | - | - |
| Dislocation Allowance (DLA) | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | - | 74700 | - | - | - | - |
| Temporary Lodging Expense (TLE) | - | - | - | - | - | - | - | - | 74800 | - | - | - | - |
| Enlisted | - | - | - | - | - | - | - | - | 74703 | - | - | - | - |
| | - | - | - | - | - | - | - | - | 74803 | - | - | - | - |
| | - | - | - | - | - | - | - | - | 74804 | - | - | - | - |



| PROJECT | ACTIVE DUTY | | PAY, INACTIVE DUTY TRAINING | | Individual Clothing & Uniform Gratuities | Alteration Removal of Clothing & Shoe Repair | Subsistence | Travel | Per Diem | FICA | SGLI | Clothing Cash Sales & Credits for Cash or Check-appe Sales | Dents Travel | Transportation household Coxys |
|--|-----------------|--------------|-----------------------------|---|--|--|-------------|--------|----------|-------|-------|--|--------------|--------------------------------|
| | Pay & Allowance | Non-aviation | Aviation | | | | | | | | | | | |
| 40-Administration and Support: Full-Time Support Personnel 6720/678 (Instruction/Training) | 71500 | - | - | - | 72530 | - | - | - | - | 71141 | 71146 | - | 74503 | 74504 |
| Officers Enlisted | 71600 | - | - | - | 72630 | 72811 | 73600 | - | - | 71142 | 71147 | 72805 | 74603 | 74604 |
| PLMF | - | - | - | - | - | - | - | 74701 | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | 74801 | - | - | - | - | - | - |
| Per Diem Officer | - | - | - | - | - | - | - | - | 74702 | - | - | - | - | - |
| Enlisted CAP in COMUS | - | - | - | - | - | - | - | - | 74802 | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | 74700 | - | - | - | - | - | - |
| Dislocation Allowance (DLA) | - | - | - | - | - | - | - | 74800 | - | - | - | - | - | - |
| Officers Enlisted | - | - | - | - | - | - | - | 74703 | - | - | - | - | - | - |
| Temporary Lodging Expenses (TLE) | - | - | - | - | - | - | - | 74803 | - | - | - | - | - | - |
| Enlisted | - | - | - | - | - | - | - | 74804 | - | - | - | - | - | - |



| PROJECT | ACTIVE DUTY | PAY, INACTIVE DUTY TRAINING | Individual Clothing & Uniform Gratuities | Alteration Removal of Clothing Shoes Repair | Subsistence Expenses Kind | Contract Meals | Travel | Per Diem | FICA | SGLI | Totally Cash Sales & Credits for Cash or Check-able Sales | In-plant's Travel | Transportation House-hold Goods | |
|--|-----------------|-----------------------------|--|---|---------------------------|----------------|--------|----------|-------|-------|---|-------------------|---------------------------------|----------|
| | Pay & Allowance | Non-aviation | | | | | | | | | | | | Aviation |
| 41-Administration and Support: Full-Time Support Personnel 6720/678 (Organization) | 71500 | - | 725.30 | - | - | - | - | - | 71141 | 71146 | - | 74503 | 74504 | |
| | 71600 | - | 726.30 | 728.11 | 736.00 | - | - | - | 71142 | 71147 | 72805 | 74603 | 74604 | |
| | - | - | - | - | - | - | - | 74701 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | 74801 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | - | 74702 | - | - | - | - | - |
| | - | - | - | - | - | - | - | - | 74802 | - | - | - | - | - |
| | - | - | - | - | - | - | - | 74700 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | 74800 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | 74703 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - | 74803 | - | - | - | - | - | - |
| 42-Mobilization Training, Reserve Component Training 13 Days Officers Enlisted | 71500 | - | 725.30 | - | - | - | - | - | 71141 | 71146 | - | - | - | |
| | 71600 | - | 726.30 | 728.11 | 736.00 | - | - | - | 71142 | 71147 | 72805 | - | - | |



APPENDIX C

GLOSSARY

ACTIVE DUTY. Full-time duty in the active military service of a uniformed military service including duty on the active list, full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a military service school by law or by the Commandant of the Marine Corps or the Secretary of the military department concerned. A member is considered to be on active duty while in a travel status and while on authorized leave.

ACTIVE DUTY FOR TRAINING. Full-time training duty in the active military service for the express purpose of training members of the Ready Reserve to acquire or maintain required military skills. It includes initial basic training, advanced individual training, annual training duty, and full-time attendance at the military service schools so designated by law or by the Commandant of the Marine Corps.

ANNUAL TRAINING DUTY. The period of annual active duty for training or annual field training which a member of the Ready Reserve is required to perform each year in an active duty status to satisfy the annual training requirements associated with their Reserve assignment in uniform training/pay categories of A, B, C, D, E, and K as defined in Department of Defense and military service regulations. When a member is ordered to annual training duty, their orders should specify in which of these categories training is performed.

EXCESS BAGGAGE. Baggage to accompany the individual in excess of the free or normal baggage allowance granted by the commercial carrier and government transportation facilities. Procedures relative to transportation of excess baggage are contained in MCO P4600.7C.

EXTENDED ACTIVE DUTY. Active duty performed by a member of a Reserve component when strength accountability passes from the Reserve component to the active military establishment.

HOUSEHOLD GOODS. Furniture and furnishings or equipment, clothing, baggage, personal effects, professional books, papers, equipment, and all other personal property associated with the home and person. Also included are spare parts for privately owned motor vehicle (extra tires and wheels, tire chains, tools, battery chargers, accessories, etc.). The term "household goods" does not include the following:

- a. personal baggage when carried free on tickets;
- b. privately owned motor vehicles (for overseas shipment);
- c. snowmobiles;
- d. trailers, with or without property;
- e. boats;
- f. wines and/or liquors;
- g. animals not required in the performance of official duties;
- h. birds;

i. groceries and provisions other than those for consumption by the member and their immediate family;

j. articles of household goods acquired subsequent to the effective date of permanent change of station orders except when purchased in the United States for shipment to a duty station outside the United States with the approval of the appropriate authority concerned, or when they are bona fide replacements of articles which have become inadequate, worn out, broken, or unserviceable on or after the effective date of orders but prior to the date of release of the bulk of household goods to the transportation officer or carrier for shipment;

k. articles intended directly or indirectly for persons other than the member and their immediate family, or articles for sale.

INACTIVE DUTY TRAINING. Authorized training performed by a reservist not on active duty or active duty for training and consisting of regular drills; periods of appropriate duty, or equivalent training; and any special additional duties authorized for Reserves by an authority designated by the Secretary concerned, and performed by them in connection with the prescribed activities of the organization in which they are assigned. Includes those duties when performed by Reserves in their status as members of the National Guard.

INITIAL ACTIVE DUTY TRAINING (IADT). The initial active duty for training period of a nonprior service enlistee which is performed during a period of not less than 12 weeks and produces a trained member in a military specialty.

MEMBER. A commissioned officer, commissioned warrant officer, warrant officer, and enlisted person, including a retired person, of the uniformed services. As used in this definition the words "retired person" will include members of the Fleet Reserve and Fleet Marine Corps Reserve who are in receipt of retainer pay.

PERMANENT CHANGE OF STATION. The assignment, detail, or transfer of a member or unit to a different duty station under competent orders which neither specify the duty as temporary, nor provide for further assignment to a new station, or direct return to the old duty station. It includes a change in the home port of a vessel or mobile unit. It also includes the change from home or from the place from which ordered to active duty to the first permanent duty station upon:

a. appointment or reappointment (including reinstatement) to the Regular military service from civilian life or from a Reserve component;

b. call to active duty for 20 weeks or more or call to active duty for training for 20 weeks or more;

c. being recalled to active duty from the Fleet Reserve or the Fleet Marine Corps Reserve, or from retirement (including temporary disability retirement);

d. enlistment or induction into the military service (Regular or during emergency)

It further includes the change from the last permanent duty station to home upon:

a. discharge, resignation, or separation from the military service under honorable conditions;

b. release from active duty to which called for 20 weeks or more or from active duty for training to which called for 20 weeks or more;

c. transfer to the Fleet Reserve or to the Fleet Marine Corps Reserve;

d. retirement;

- e. temporary disability retirement.

PERMANENT STATION. The post of duty or official station, including a ship (for the purpose of personal travel and transportation of member's personal effects located onboard the ship) and the home port of a vessel or of a ship-based staff (insofar as transportation of dependents and shipment of household goods is concerned), to which a member is assigned or attached for duty other than "temporary duty" or "temporary additional duty." The limits of such post of duty or official station will be the ship, or the corporate limits of the city or town in which the member is stationed. However, if the member is not stationed on a ship or in an incorporated city or town, the official station will be the reservation, station, or established area, or, in the case of large reservations, the established subdivision thereof having definite boundaries within which the designated post of duty is located. When a member is ordered to attend a course (or courses) of instruction at a school or installation the scheduled, cumulative duration of which is 20 weeks or more, the school or installation is that member's permanent station regardless of the terms of the orders involved. When a member who is attending a course (or courses) of instruction, the scheduled cumulative duration of which was originally less than 20 weeks, is assigned additional or extended instruction, the school or installation is that member's permanent station provided that the scheduled, cumulative duration of the instruction is 20 weeks or more measured from the date of the order directing the additional or extended duty.

PRIVATELY OWNED VEHICLE. Any selfpropelled, wheeled-motor conveyance owned by the member, in the member's possession, and for use by the member and/or their dependents for the primary purpose of providing personal transportation. Excluded are trailers, airplanes, or any vehicle intended for commercial use.

RESERVE COMPONENT. Reserve components include:

- a. the Army National Guard of the United States;
- b. the Army Reserve;
- c. the Navy Reserve;
- d. the Marine Corps Reserve;
- e. the Air National Guard of the United States;
- f. the Air Force Reserve;
- g. the Coast Guard Reserve; or
- h. the Reserve Corps of the Public Health Service.

TEMPORARY DUTY. Duty at one or more locations, other than the permanent station, which a member performs temporary duty under orders which provide for further assignment, or pending further assignment, to a new permanent station or for return to the old permanent station upon completion of the temporary duty. It also includes that period spent at a station while processing for separation from the military service, release from active duty, placement on the temporary disability retired list, or retirement, whenever the last permanent duty station is different from the station where processing is accomplished.

TEMPORARY ADDITIONAL DUTY. Involves one journey away from the member's duty station, in the performance of prescribed duties at one or more places and direct return to the starting point upon completion of such duties. Personnel on temporary additional duty remain assigned to the station from which they proceeded

on temporary additional duty. Temporary additional duty is a form of temporary duty and is applicable only when authorized in separate regulations by the department concerned.

TRANSPORTATION OF HOUSEHOLD GOODS. The shipment, packing, crating, drayage (at point of shipment and at destination), temporary storage, uncrating, and unpacking, of household goods at government expense. When ordinary packing and crating method will not protect household appliances from damage during shipment by any mode, such technical servicing by experienced mechanics as is necessary to prepare such appliances for safe transportation and to prepare them for use at destination is authorized. Servicing, as used herein, does not include connecting or disconnecting household appliances.

TRAVEL ORDERS. A written instrument issued or approved by the Commandant of the Marine Corps, or such person or persons to whom authority has been delegated or redelegated to issue travel orders directing a member or group of members to travel between designated points.

UNACCOMPANIED BAGGAGE. That portion of a member's prescribed weight allowance of household goods or professional books, papers, and equipment, or any combination thereof, which is not carried free on a ticket used for personal travel, or is normally shipped separately from the bulk of household goods.

UNACCOMPANIED MEMBER. A member who is not accompanied by dependents or is accompanied by dependents at the member's own expense and are not command sponsored.